

ACCOUNTS
PAYABLE

ACCOUNTS
RECEIVABLE

PAYROLL

PROCUREMENT
SERVICES

January 2024



Save the Dates!

As the UNI Works project continues to evolve we want to keep campus connected with timely information. To do that, we have scheduled monthly BPUG meetings to provide regular updates and introduce campus users to different functions of the Workday system.

All meetings will be held from 10:00-11:30 a.m. in Seerley Hall, room 115. Agendas will be distributed one week prior.

Please mark your calendars with the following dates:

February 16

UNI WORKS

March 22
April 19
May 17
June 21
July 19

Input or Comments



2024 Mileage Rate Change

Beginning January 1, 2024, the IRS has updated the mileage reimbursement rates:

- IRS Rate: \$.67
- University Rate: \$.335
- Moving Rate: \$.21

TEVs will default to the correct rate in ProTrav based on trip start date.

Expiring Contracts

Procurement would like to remind campus to start planning for contracts that may be coming up for renewal or expiration.

June 30th may seem far away, but many contracts take months to rebid or renegotiate. It is always best to have a plan in advance when it comes to the end of a contract term.

Please reach out to Procurement staff to discuss contracts that may be expiring this year.



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