Monthly Statement Information

The Purchasing Card statement should close on the 5th of the month or the next business day if the 5th falls on a weekend. Be guided by the schedule on the right.

If there are budget errors, the cardholder and / or reconciler will receive an email notifying them of which FOAP and expense did not upload. If the situation is not resolved within 3 business days, the P-Card Section Manager will contact the cardholder’s supervisor for resolution.

Got Skype?

Recently, the question has come up whether or not the VoIP service “Skype” can be purchased on the p-card. The first restriction would be that services are not allowed on the p-card. Beyond that, we checked with Information Technology to get their perspective:

“Skype is based on VoIP technology which to date has not been approved for deployment by the Chief Information Officers (CIOs) for TTU System, TTU, and TTUHSC. Despite the promotion by vendors selling this technology, there are still a number of issues to be resolved. The CIOs have tasked the technical staffs from each institution’s networking groups, along with those from Communication Services, to evaluate VoIP technology. A decision will be made jointly by the CIO’s on whether to deploy VoIP following the completion of these evaluations.

Based on this, I cannot approve purchases for VoIP services, including Skype, at this time.”

Steve Taylor, Asst. Vice Chancellor
TTUS Information Technology

For the most current restricted purchase list, please go to:
http://www.depts.ttu.edu/procurement/ttusers/

***Mark Your Calendar***

The next Payment & Travel Services Roundtable is May 21, 2010
1:30 – 2:30 / AGRI 214
Bring your Payment & Travel related questions to this informative meeting

To contact us: purchasing.pcard@ttu.edu
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(806) 742-3260