**Future Business Managers’ Meetings**

For your information, future meetings are planned on the following dates:

- March 10, 2016 Center for Global Citizenship
- June 9, 2016 Learning Resource Center, Pitlyk Auditorium A

**Financial Planning and Budget Update**

**Salary Planner/Finance Budget Development**

The Budget department will offer individual Salary Planner and Finance Budget Development training as requested. To get started, review the Salary Planner and Finance Budget Development Tutorials, which are located on the Financial Planning and Budget website under Budget Instructions. They can be viewed with VLC media player access. Contact the ITS Help desk to request this software to be pushed to your computer if you don’t currently have access.

Please review both tutorials prior to entering FY17 information into Salary Planner and Finance Budget Development. Contact Janet Strader (7-2891), Theresa Leisure (7-7073), or Vince Moore (7-2393) for training or if you are encountering specific issues/problems.

**CPC Reporting Update**

A new URL has been issued for the P-card CAR tool, [https://reconciliation.americanexpress.com](https://reconciliation.americanexpress.com). Please bookmark this URL as redirection will be live only through the end of this month.

**Business Services Update**

**eProcurement**

Saint Louis University’s eProcurement vendor, Unimarket, was onsite January 27th and 28th for two intensive days of training and meetings with the core eProcurement project team. Our system implementation began in late August and the last several months have been spent configuring Billiken Buy. We are now close to finalizing our production site and the supplier enablement process is fully underway. We look forward to bringing the SLU community even more updates at the March Business Manager meeting.

**ITS Update**

**Substantial Database Maintenance and Outage this Weekend**

ITS will be applying security patches to several databases this weekend in order to enhance security. Banner Self-Service and Internet Native Banner will be unavailable beginning Friday, Feb. 5, at 5 p.m. until Saturday, Feb. 6 in the afternoon. Cognos and webFOCUS will be unavailable beginning the same time through Sunday due to a separate application upgrade. A full list of impacted applications are posted on the ITS website. Additional information will be announced in Newslink.
General Counsel Update

The Saint Louis University Compliance Hotline is available as a confidential, toll-free resource for anyone with a concern regarding business, billing, and/or ethical practices in his or her department. Anonymous or self-identified reports of any nature can be made to the Hotline at 1-877-525-KNOW (5669). Additional information and FAQs regarding the Hotline can be found on the General Counsel Homepage.