



General Accounting



MIAMI
UNIVERSITY
OXFORD OHIO

Contact General
Accounting

PHONE

529.6118

EMAIL

generalaccounting@muohio.edu

WEBSITE

www.muohio.edu/generalaccounting

MAIL

107 Roudebush Hall

General Accounting Staff

[Jerry Hunsche](#) 9.6113

Assistant
Controller

[Sheila Barger](#) 9.1645

Plant Funds
Accountant

[Liz Bath](#) 9.6112

Staff Accountant

[Ravenna Brown](#) 9.8063

Accounting
Associate

[Billie Hubbard](#) 9.6878

Accounting
Associate

[Rebekah Keasling](#) 9.4333

Staff Accountant

[Jennifer Morrison](#) 9.6228

Tax & Compliance
Coordinator

[Sarah Persinger](#) 9.6852

Business Systems
Technologies
Coordinator

[Warren Waldron](#) 9.6140

Equipment Control

[Micki White](#) 9.6115

Staff Accountant

[Donna Williams](#) 9.1789

Plant Funds/
Equipment Control

Employee Spotlight—Sarah Persinger



If you ever have the opportunity to walk outside with Sarah Persinger while it is snowing you might find her trying to catch a snowflake on her tongue! Her joy and enthusiasm could cause some Midwesterners to have a new appreciation for snow, something that can be viewed as a dreaded obstacle when trying to navigate our way on the roads. Sarah is the Business Systems Technologies Coordinator for the Controller's Office. She might say her skills include translating the technical into functional language. Like changing one's perspective of snow, she can also give you a new perspective when trying

[Click to read full article](#)

Encumbrance Behavior in Banner Finance & Monthly Financial Reports

As new processes are put into place, such as Direct Pay and On-line Requisitioning, there is always the possibility that Banner Finance will behave in a different manner than you are accustomed. It might be tempting to come to the conclusion that there is something wrong with Banner, but we just need to learn the way it handles the new process. Now that On-line Requisitioning is in place you need to know that the actual Encumbrance does not appear in Banner's FGIBDSR and FGITRND screens until they have been approved.

[Click to read full article](#)

Did You Know That The Law Requires Timely Deposits?

This is something that we want to emphasize to keep your department in compliance. The Auditor of State requires that our external auditors verify that our offices are making timely deposits and report where failures occur. Follow the simple rules outlined in the Bursar's Cash Handling Policy:

- All deposits (including cash, checks, and charges) greater than \$1000 must be made by the next business day following the day of receipt.
- If the total deposit is \$1000 or less, you have up to three business days to make the deposit, as long as the funds are safeguarded.

[Click to read full article](#)

Article submitted by Barbara Jena, Director of Internal Audit & Consulting Services

Best Accounting Practices

How does your department account for expenditures? How do you track your available budget? How do you know the balance of your gift fund? Can your department better utilize Banner Finance to make your office more efficient? What is the best way to make sure you are following the accepted accounting practices? If you would like for someone from General Accounting to review your processes with you to answer these questions please give us a call.

Additional Resources

[General Accounting Workshops](#)

[Contacts for Financial Documents](#)

[Document Code Reference Sheet](#)

[Expense Transfer Request Forms](#)

Click [here](#) to view Workshops offered by General Accounting Fiscal Year 2009.

Not sure which department to contact when dealing with financial documents? Click [here](#).

Click [here](#) for web link. Click on [Document Code Reference Sheet](#) under Documents.

[Fiscal Year 2009](#)