



DIVISION OF AGRICULTURE
RESEARCH & EXTENSION

University of Arkansas System

Property Accounting

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Topics



Asset Registrations



Spend Category Changes



FY22 Inventory

Asset Registrations

Asset Details 1 item



Identification	Additional Information	Cost Information	Location / Worktags
<p>Asset ID AST-1015868</p> <p>Asset Name * Mettler Counter Scale</p> <p>Asset Description Mettler Toledo bPro Retail Scale 30 lb. x .01lb ...more</p>	<p>Asset Identifier Asset Tag Number</p> <p>Serial Number</p> <p>Manufacturer</p> <p>Asset Class</p> <p>Asset Type Lab Equipment</p> <p>Coordinating Cost Center CC012393</p> <p>Asset Coordinator</p> <p>Memo Issue to Connie Stewart, Location ??</p>	<p>Cost 2,629.61</p> <p>Currency USD</p> <p>Quantity 1</p>	<p>Location UA System All Institution Locations > University of Arkansas, Fayetteville > Fayetteville Main Campus E&G > Agri, Food, and Life Sciences</p> <p>Cost Center * CC012393 UADA AES ANSC Animal Science</p> <p>Designated</p> <p>Grant GR015550 UADA AES ANSC USDA AMS 21MPIRGAR1063-00 VIERCK</p> <p>Program</p> <p>Project</p> <p>Additional Worktags * Fund: FD201 Restricted Federal Grants and Contracts NACUBO Function: FN0280 Land Grant Research (REEport) REEport Project Number: UADA AES 2636 Apple Terminating Site: CS027 UADA AES</p>

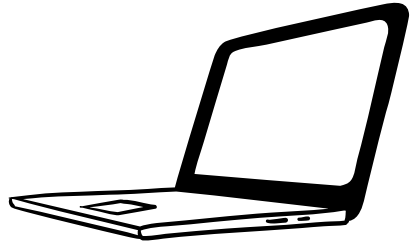
Expense/Supply Category vs Trackable Spend Category

- Anything over \$2500.00 is a trackable asset and should utilize the “*EQUIPMENT*” spend categories.
- Any item under \$2499.99 (except computers) should utilize a “*SUPPLY*” spend category.
- Any computer or electronic valued at over \$500.00 is a trackable/low value/high risk asset and should utilize spend category SC0105 (Computer Equipment).
- Any computer under \$500.00 and/or computer accessory (keyboard, monitor, printer) should utilize SC0422 (Minor Equipment Accessories).

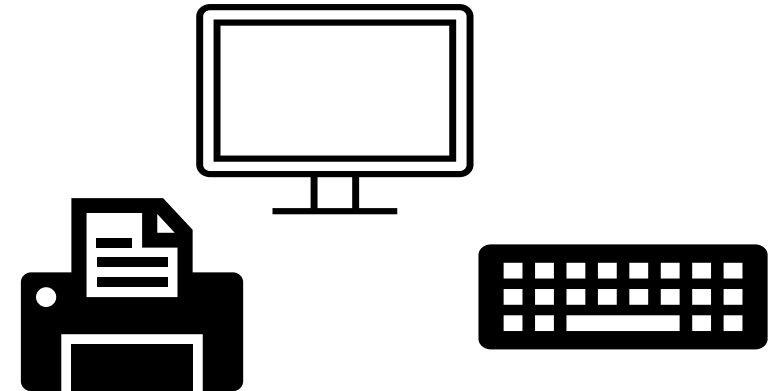
Trackable Spend Category Conversion to Supply Spend Category

Trackable Spend Category	Trackable Account	M&O Account	M&O Equivalent Spend Category
SC0045 Building Improvements	16015:Building Improvements	61055:Maintenance & Repairs	SC0272 Building Materials and Supplies
SC0044 Vehicles	16025:Furniture & Equipment	60000:Supplies	SC0044 Vehicle Maintenance
SC0075 Equipment	16025:Furniture & Equipment	60000:Supplies	SC0007 Other Supplies
SC0087 Technology Equipment	16025:Furniture & Equipment	60000:Supplies	SC0422 Computer Accessories
SC0092 Instructional Equipment	16025:Furniture & Equipment	60000:Supplies	SC0007 Other Supplies
SC0093 Office Equipment	16025:Furniture & Equipment	60000:Supplies	SC0085 Office Supplies
SC0094 Maintenance Equipment	16025:Furniture & Equipment	61055:Maintenance & Repairs	SC0026 Equipment Maintenance
SC0105 Computer Equipment & Major Accessories	16025:Furniture & Equipment	60000:Supplies	SC0062 Data Processing Supplies
SC0132 Furniture	16025:Furniture & Equipment	60000:Supplies	SC0085 Office Supplies
SC0135 Photographic Equipment	16025:Furniture & Equipment	60000:Supplies	SC0122 Photographic Supplies
SC0138 Agricultural Equipment	16025:Furniture & Equipment	60000:Supplies	SC0215 Agricultural Horticultural & Wildlife Supplies
SC0139 Industrial Equipment	16025:Furniture & Equipment	60000:Supplies	SC0124 Shop & Industrial Supplies
SC0140 Tools	16025:Furniture & Equipment	60000:Supplies	SC0007 Other Supplies
SC0141 Research Equipment	16025:Furniture & Equipment	60000:Supplies	SC0215 Agricultural Horticultural & Wildlife Supplies
SC0165 Lab Equipment	16025:Furniture & Equipment	60080:Health & Laboratory Supplies	SC0123 Lab Supplies
SC0170 Communications Equipment	16025:Furniture & Equipment	60000:Supplies	SC0422 Computer Accessories
SC0243 Farm Machinery and Equipment	16025:Furniture & Equipment	60000:Supplies	SC0215 Agricultural Horticultural & Wildlife Supplies
SC0300 Boat	16025:Furniture & Equipment	60000:Supplies	SC0007 Other Supplies
SC0302 Food Service and Concession Equipment	16025:Furniture & Equipment	60000:Supplies	SC0007 Other Supplies

Technology Spend Category Selection



- SC0105 (Computer Equipment & Major Accessories) – Select this option for any computers categorized as a trackable/low value/high risk asset with an individual value of over \$500.00.
- SC0422 (Minor Computer Accessories) – Select this spend category for any technology accessory, printer, monitor, or computer valued at under \$499.99



Furniture vs Office Supplies Spend Category Selection

- SC0132 (Furniture) – Use *FURNITURE* for any purchase over \$2500.00/Low Value and Trackable
- SC0085 (Office Supplies) – Use *OFFICE SUPPLIES* for all purchases under the \$2500.00 threshold/not trackable
 - Examples: Cork boards, Calculators, Footrests and/or Desk Chairs



Lab Equipment vs Lab Supplies Spend Categories Selection

- SC0165 (Lab Equipment) – Use *LAB EQUIPMENT* for any individual item that is valued at over \$2500.00 and should be tracked on inventory
- SC0123 (Lab Supplies) – Use *LAB SUPPLIES* for all items valued at less than \$2500.00 that are considered a consumable or supply



Sample of Expected Spend Category Changes

SC0138 Agricultural Equipment

SCXXXX: Agricultural Equipment > = \$5,0000

SCXXXX: Agricultural Equipment - Low Value (\$2,500 - 4,9999.99)

SCXXXX: Agricultural Equipment - Low Value High Risk (\$500 - 2,499.99)

SCXXXX: Agricultural Equipment - Low Value Collective

SC0215: Agricultural Horticultural & Wildlife Supplies

SC0165 Lab Equipment

SCXXXX: Lab Equipment > = \$5,0000

SCXXXX: Lab Equipment - Low Value (\$2,500 - 4,9999.99)

SCXXXX: Lab Equipment - Low Value High Risk (\$500 - 2,499.99)

SCXXXX: Lab Equipment - Low Value Collective

SC0123: Lab Supplies

SC0075 Equipment

SCXXXX: Equipment > = \$5,0000

SCXXXX: Equipment - Low Value (\$2,500 - 4,9999.99)

SCXXXX: Equipment - Low Value High Risk (\$500 - 2,499.99)

SCXXXX: Equipment - Low Value Collective

SC0026: Equipment Maintenance

SC0105 Computer Equipment & Major Accessories

SCXXXX: Computer Equipment & Major Accessories > = \$5,0000

SCXXXX: Computer Equipment & Major Accessories - Low Value (\$2,500 - 4,9999.99)

SCXXXX: Computer Equipment & Major Accessories - Low Value High Risk (\$500 - 2,499.99)

SCXXXX: Computer Equipment & Major Accessories - Low Value Collective

SC0422: Minor Computer Accessories

Fiscal Year 2022 Inventory

2022 inventory will include items purchased from June 2021 to present

- ALL Items over \$10,000.00
- 10% of newly purchased low value items

Timeline

- Available in Asset Tiger
- Due date =end of fiscal year or June 2022

Contact Information:

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