

Special Edition

Late breaking news from Accounting and Business Support (ABS)

Once a journal has been approved and passed budget check, you will not be able to delete or change the journal.

This change in the journal entry process is a result of expenditure control that takes effect Jan 8 for funds 26, 72, 78, and 80. Two new documents were released on this topic and have a 15 day comment period starting from Dec 6:

- [Expenditure Control Finance Procedural Statement](#)
- [Resource Check Timing Matrix](#)

Details are on the Expenditure Control webpage accessible from [OUC Major Project Initiatives](#) page.

Change in PS edit check & budget check

SOME OF YOU DISCOVERED that you were unable to delete November journals that were not actually posted. This was an unintentional result of some necessary reprogramming needed to prepare for the launch of expenditure control on January 8. Obviously, this caused a few problems and Systems reversed that change in the finance system when the problem was discovered. In its place, they have redesigned the process which is explained below.

Some time during the month of December, Systems will migrate a change that will separate the edit check process from the budget check process. Appropriate notification from Systems will go out before this change is migrated. This change impacts all journals in all funds. The edit check process will be changed to include a "preliminary budget check." Any journals that do not pass the edit check process can be changed or deleted. As part of this migration the budget check process will occur after the approval is applied. Once a journal has been approved and passed budget check, you will not be able to delete or change the journal. If, for some reason the journal is not what you wanted, your only option will be to let the journal post and then prepare and approve a second journal to reverse it. If you approve a journal and it does not pass budget check, the journal will be put into budget error status and will continue to recycle through the budget check process throughout the month. You also have the ability to edit the journal if necessary. If you make any changes to the journal, it will come out of approval status and it will need to be edit checked again before it can be approved. Starting with December close, all unposted journals not saved in incomplete status (except those dated in future periods) will be deleted by the OUC as part of the monthly close process. **Page 2 shows these changes in a flowchart format.**

Reporting System Forum

OUC staff will address user needs regarding the reporting system and portal, how to access and navigate, how it relates to the finance system, explain the channels, etc.

Tues. Dec. 19th 9-11:00 am
Old Main Chapel

SPOs automatic close period under review

Currently, all SPOs automatically close 150 days after the end date of the SPO. Now that SPOs are all encumbered (effective November), the PSC is beginning to see that departments want them closed sooner than 150 days. This is particularly true for SPOs that are renewed with a different SPO number where the old encumbrance shows on the reports for the full 150 days even though there is a new SPO on the system with a new encumbrance.

In light of this, the PSC is considering shortening the length of time a non-subcontract SPOs remains open (subcontracts will remain open for the full 150 days). They are aware that invoices that arrive after the SPO end date still must be processed. This change and its impact are currently being evaluated, so look for news from the PSC *soon*. ABS will post any change on our homepage.

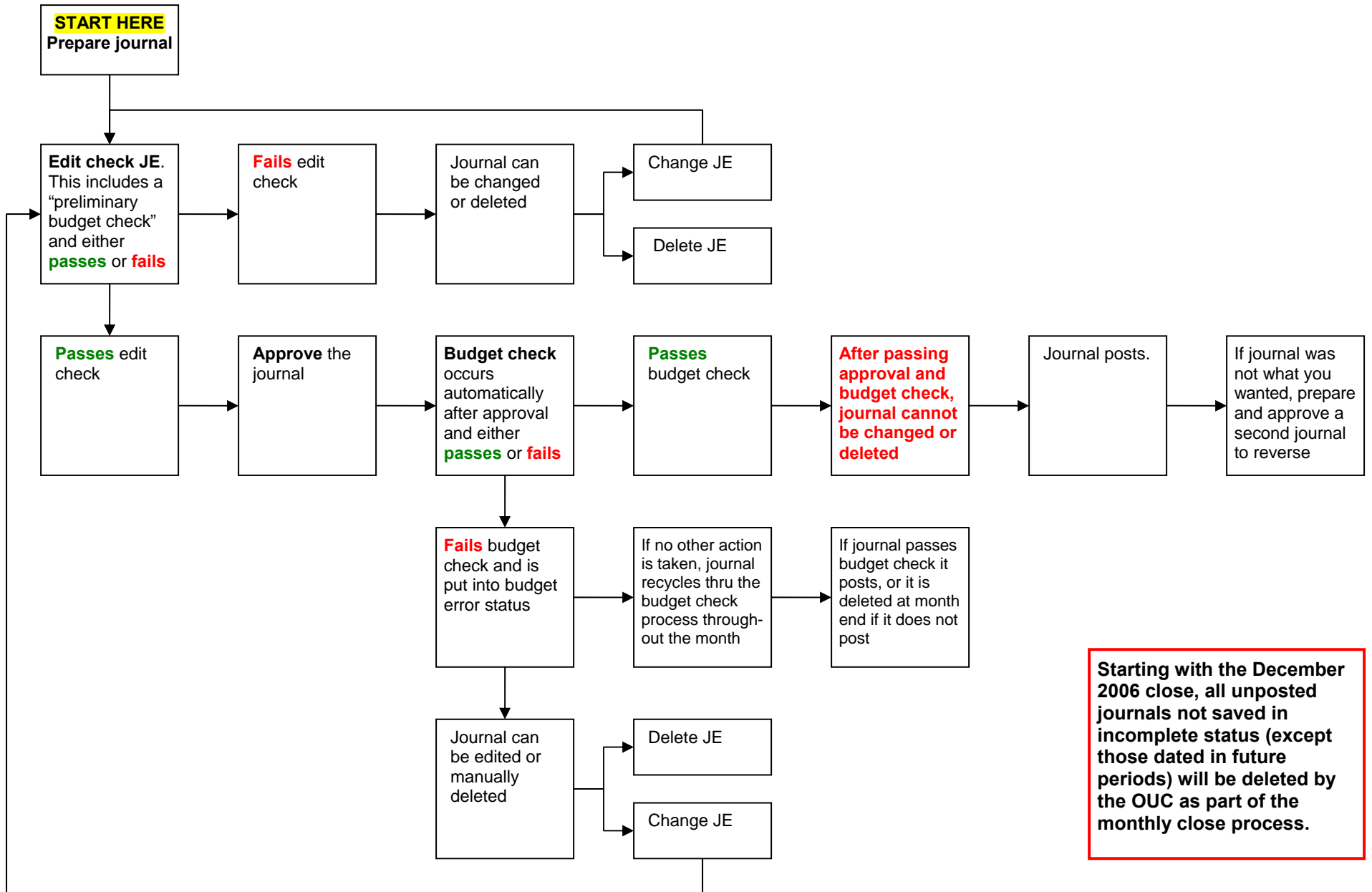
Do you use a Mac?

If you are a Mac user and have successfully used the new Reporting System, please contact **Barry Northrop**, 2-7119. We need to talk.

If your gift FOPPS are suddenly inactive...

If you find your Fund 34 gift FOPPS suddenly inactive, it's probably because someone who has a fiscal role on it did not complete the training. Contact the FinProHelp Desk (303) 315-2846 FinProHelp@cu.edu and they can help you figure out who has what fiscal role, who needs training, and when it was inactivated.

A map of the changes in edit and budget check process in the Finance System to start some time in December 2006.
Start date to be determined by the OUC.



Starting with the December 2006 close, all unposted journals not saved in incomplete status (except those dated in future periods) will be deleted by the OUC as part of the monthly close process.