We strive to deliver consistent, high quality and customer-focused finance services to Iowa State University.

Motivational Minute

If January is the month of change, February is the month of lasting change. January is for dreamers...February is for doers.

- Marc Parent
Fillingthejars.com

Important Dates

Costing Allocations
Deadline: February 22

Cultivate Your Adventure: Growing Through Change:
February 25

Keep An Eye On It

March 1: Deadline for Requesting Changes to Finance Cost Centers
March 1: Deadline for RIO Submissions
ISCORE 2021
March 4-5, 2021
Workday Update
Release: March 13

Kudos
Hilton Test Site Team has received the 2020 ISU Professional and Scientific Team Citation Award for their efforts to assist in the University COVID-19 response.

PES Points

Report to use: ISU Credit Card Transactions Report. This report allows you to search by Cost Center and Business Unit with the option of seeing approved transactions or transactions that still need to be verified.

Reports being removed (May 1st):
ISU Pcard Transactions Report by Cost Center or Business Unit
ISU Pcard Verifications to Process
Find Procurement Card Transaction Verifications

GFS Goodies

ISU cyBuy PO with Multiple Worktags or Spend Categories report: A warning will pop up whenever someone changes a cyBuy PCV to let them know there are either multiple spend categories or funding sources on the PO

Added help text on the Information tab for the GFS approval step informing there are either multiple spend categories or funding sources on the PO

FS Focus

Refer to the Fund Transfer Decision Tree when determining if a transfer is an appropriate journal entry.

Unreconciled travel and hospitality card transactions moving to U-Bill
Transactions that are not added to an expense report and approved within 60 days past the post date to Workday will be moved to the cardholder’s U-Bill.
Transactions that post to the U-Bill will only be reversed with the permission of the senior vice president for operations and finance or their designee.

Finance Delivery CyBox Job Aide Migration
All finance delivery job aids are being converted over to Knowledge Base Articles and can be found in the Finance Delivery Portal. The job aids will be been moved out of CyBox.

Campus Communications

Integrity · Objective · Learn · Trust · Pride · Collaboration · Relationships