

2006 Fiscal Year-End Activities

As you work to close out the books for Fiscal Year 2006, please pay particular attention to messages from your campus finance office and to the helpful [Fiscal Year End Calendar](#) on the Office of University Controller (OUC) web site. The Calendar provides key closing tasks and deadlines for the University's Finance System.

Reporting System Update

Is reviewing financial statements one of your least favorite activities? Are you unsure which reports you should run...and when? If you answered Yes, cheer up: your reporting life is about to get easier. (If you answered No, don't worry: you'll still have something to look forward to.)

The University's **new Reporting System** is being finalized for implementation. You'll find your reporting-related activities easier in the new system, because:

- You will automatically receive the reports you need to see, for the SpeedTypes (or Org Nodes) you need to monitor;
- You'll know that others in your organizational unit are also directly receiving the reports they need;
- Changes in staffing won't disrupt report receipt: new hires automatically receive reports required for their positions;
- If you want additional reports, you'll be able to run them;
- Overall, you'll find the new reports easier to read.

We have received input on report distribution and design from many groups across the campuses and have focused on making the new financial statements easier to understand and use. They have logical column labels and they are normalized so that individuals who have not been trained as accountants can nevertheless understand them.

To help you get ready for the new system, we will begin a series of **CONNECTIONS** articles describing report formats, data, and distribution. *More information soon to come...*



CFMA Names OUC 2006 Office of the Year

Congratulations! The Office of University Controller (OUC) has been recognized as the **2006 Office of the Year** by the **Colorado Fiscal Managers' Association (CFMA)**.

CFMA is a nonprofit organization whose primary purpose is to improve fiscal management and accounting for State of Colorado government. This annual award spotlights the staff of a member unit for their dedication, innovation, professional expertise, and customer service. It was presented to Roger Cusworth, Cathy Marquis, Brian Siebert, Wiwiek Haldeman, Rob Lucas, David Pierce, Ann Roppo, Barbara Stannard, Joy Vidalon, and Christopher Zetterholm

We thank the OUC staff for bringing this positive recognition to the University of Colorado.

CONNECTIONS NEWSLETTER

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New APS Provide Direction to CU

We have recently published several new or revised Administrative Policy Statements (APS). On the Fiscal Policies web site, these are highlighted as **NEW - June 1, 2006**:

- [CU Foundation Transfers](#)
- [Propriety of Expenses](#) (*Particularly important, since this APS is the Parent Policy for all CU expense policies... including those addressing such sensitive items as [Complimentary Tickets and Related Expenses](#), [Donations](#), [License and Certification Fees](#), [Memberships](#), or [Dues](#), and [Political Expenses](#).)*

Two additional policies are currently undergoing review prior to publication: on the [Draft Policies](#) page, look for: "Controller Function Decentralization," and "Training and Recognition."

And...as you catch up on your reading...please note: If a word is *italicized* in an APS document, you can look it up in the handy [Administrative Policy Statement Dictionary](#).

Coming Soon: CU Ethics HOTLINE

The new **CU Ethics Hotline** – available beginning mid-July – will enable University employees to anonymously report suspected violations of law or policy. Concerns can be reported by either calling a toll-free number or using a web-based application. The service will be provided by EthicsPoint, an independent company that already provides similar services to many other universities, and it will be available 24 hours a day, seven days a week. *Look for additional information in future issues of this newsletter...or go to the Department of Internal Audit web site, www.cusys.edu/audit/fraud.html.*

Got Gift Fund?

No, Gift Fund Management Training hasn't gone away...yet. A number of individuals still need to complete the required class. If you are assigned to a fiscal role on a Fund 34 SpeedType, you must complete a Gift Fund Management Training session. You can take the course [online](#), or wait for the next series of in-person classes, which will take place later this summer. (Look for a schedule in future **CONNECTIONS** newsletters.)

Self-Service Password Management

Have you ever had to ask University Management Systems (UMS) to reset your password for Finance, HR, or the CIW?

Now you can define a few controls that will enable you to change your own password. The new **Self-Service Password Management** tool relies on a set of defined question/answer pairs to verify user identity and permit sensitive actions such as password changes. All users should set these Q&A pairs now. On the main sign-in page of the Finance System, click the **Self-Service Password Change** link and follow the instructions.

Questions? Contact PSAccess@cusys.edu.