The purpose of this newsletter is to serve mostly as a repository of communication from various sources having to do with IU financial transactions. It provides guidance and awareness on fiscal matters and deadlines that may impact departmental budget.

Office Closings

Procurement Services, Office of the University Controller, Office of the Treasury, University Budget Office and Training & Communications will be closed from December 24 - January 3, 2022.

If you need to contact any of these offices view VPCFO Division Shut Down for information on how to get in touch.

Payroll Reminders

Recording Holidays

For recording holiday hours please review PSOP 6.0: Holidays - Recording Hours Worked.

If you have any problems or questions, please contact your UCO payroll processor or ucopayrl@iu.edu.
Office of Student Financial Aid (OSFA)

2021 - 2022 Academic Year

Spring 2022 Scholarship/Fellowship Entry - Now

Spring 2022 Financial Aid Disbursement Date - December 31, 2021

Run Spring 2022 Department Authorization Failure Report - January 3, 2022

Run Fall 2021 Department Authorization Failure Report - Now and after posting new awards or making changes to awards

Personalized Training
OSFA is happy to offer personalized training based on your department’s needs. Please contact the office at deptsch@indiana.edu if you are interested or with any inquiry.

For IU Foundation accounts (Accounts that start with a 25 or 26), please contact Emilie Trueblood estrue@iu.edu or call 812-855-2940.

NOTE: For information on how to pay a student, please check out the Student Payment Guidelines Decision Tree.

ORA Announces EConfirm (ECC) Training and Office Hours

EConfirm (ECC) Overview
Indiana University issues annual project statements in the EConfirm (ECC) system in order to confirm Institutional Base Salary (IBS) charged on federal and federal pass-through awards reasonably reflects employee activity. Project statements are made available for confirmation annually on March 1st and must be reviewed, corrected (if applicable) and confirmed by March 31st. Please reference the ORA Project Confirmation webpage for additional information.

Do you have questions about EConfirm (ECC)?
Assistance is available from the Office of Research Administration (ORA). There are many options available. You can chat in a Zoom session during office hours, call, email, or attend one of the Spring 2022 EConfirm Training Sessions.

Email:
iueffort@iu.edu

Contacts:
Training

Training information, dates and links might change over time. Please contact the responsible unit or contact person to be informed of the current status for a specific item.

VPCFO Training and Communications - Accounts payable training, capital assets, and much more.

Purchasing
Purchasing - BUY.IU (videos)

HRMS Payroll Access
Payroll

Travel
Travel - Chrome River

Bursar
Fee Remission Third Party Contracts (TPC) on SIS

Registrar
Family Educational Rights and Privacy Act (FERPA)

Human Resources
Access and Training
Career Planning
Professional Development Series
Virtual Workshops (all campuses)

Office of the Treasurer
Treasury Operations

ORA
Spring 2022 EConfirm Training Schedule
ECC Confirm Resources and Training

Resources

Financial Aid
Student Payment Guidelines

Purchasing
For purchasing updates go to IU Purchasing
Buy.IU resources

Travel
View the latest on Covid-19 by visiting IU Travel
Chrome River resources

University Human Resources
HR Working Through COVID-19

Other Resources
Covid-19 What If
IU Benefits Changes and Deadline Extensions Due to COVID-19
Employee Assistance Program
Healthy IU Wellness Resources
Career Planning

The Spotlight newsletter serves to educate, inform, provide resources, and empower Indiana University Bloomington employees. Please share this newsletter with others in your units.

Campus Administrative Training Series
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Bloomington, IN 47405

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