

6-30-2017

## Academic Affairs Weekly Update 06-30-2017

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### Recommended Citation

Vascak, Cynthia; Mears, Gail; and Parker, Robyn, "Academic Affairs Weekly Update 06-30-2017" (2017). *Clusters*. 269.  
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# Academic Affairs Weekly Update: June 30, 2017

Office of Academic Affairs

Fri 6/30/2017 4:41 PM

To: Campus Communication <campus-communication@plymouth.edu>;

Dear Colleagues:

Activities in support of change continue. As part of summer work, a team made up of faculty, ITS, academic affairs staff, and marketing communications have been engaged with a consultant to build an online solution for tracking, funding, engaging, and facilitating communication around cluster projects. This will be a huge step forward in enabling us to facilitate project proposals, help connect students, faculty, staff, and partners who have the skills/interest to work on projects, while capturing project engagement information enabling promotion of the outcomes. The intention is that version 1.0 will be up and running by the end of August.

In an effort to streamline and find efficiencies, PSU continues to implement a Financial Service Center (FSC) model. The FSC team began processing Banner Finance transactions on Monday, June 12 and overall the process is going well. Beginning July 1, 2017, all financial transactions will be entered and processed by a finance team member. Only finance staff will have access to Banner Finance. You should direct all requests and back-up material for JVs, direct pays, invoice payments, requisitions, etc. to your FSC's email address. This ensures the appropriate team member can handle the transaction or question. If you are unsure about which FSC is handling your processing, complete information about assignments and service areas are available on the [FSC website](#).

FSC managers will be scheduling training sessions in the next few weeks to provide more information about how FSC's will work. You may also request a department training session with your FSC manager if you would like to spend time discussing unique situations and transactions.

As a quick reminder, the library will be closed Sunday July 2<sup>nd</sup> – Tuesday July 4<sup>th</sup>. Electronic materials are still accessible. The campus is on curtailed operations on Monday July 3<sup>rd</sup> and closed on Tuesday for the July 4<sup>th</sup> holiday.

Enjoy the long weekend and Happy Independence Day!

The Academic Dean Team