


June 2023

Sun.	Monday	Tuesday	Wednesday	Thursday	Friday	Sat.
				1 F&A Run Controls PCE Allocation Direct Debit	2 BW Payroll BW Salary Accrual – HOSPT (May) Depreciation	3
4	5 UMDAILY @ noon Allocation #1	6 AP Checks Student Checks Allocations 2,3,4 & Due To UMDAILYs MOD – JE & Fin'l Report Prelim Reports (sub-module periods close, GL stays open) (Web JE unavailable during processing)	7 FIN GL Letters Net Book Value Dunning Letters	8	9	10
11	12	13 AP Checks Student Checks *Month End close for GL Finish May Reports	14 Investment Income Tree Maintenance (Also CC_DEPT_ROLLUP)	15	16 BW Payroll	17
18 	19 	20 AP Checks Student Checks	21 - Open POR & REQ for 2024 - Load zero budgets to Commitment Control for all BU's	22	23 Retiree Payroll Monthly Payroll	24
25	26 Encumbrance Vacation Accrual	27 AP Checks Student Checks	28 - Last day to enter FY23 PO vouchers for nightly processing - Disable eInvoicing in Jaggaer	29 - Last day to enter FY23 PO vouchers for manual processing	30 BW Payroll BW Salary Accrual – HOSPT – 142.86% YE Salary Accrual F&A Run Controls - Last day for AP Feeders to load June data - Last day to enter FY23 AR/BI invoices - ePro requisition available until 5pm	← - AP cutoff for FY23 Non-PO vouchers - All POs must be approved, edited & budget checked. - eInvoice match exceptions documented & deleted in FSPRD System down at 5PM! Open July prior to YE prep work (except AM)