College of Education Business Services Policies & Procedures

College of Education Business Services

Administrative Resources
- Administrative resources and training links
- Dean's Office contact information
- Dean's Office coverage for college units
- HR resources for staff and faculty
- HR resources for students
- Recommended listservs and newsletters for staff and administrators by role
- Workday resources

Financial Administration
- Allocation and Control of Financial Resources Policy
- APS/PBS Agreements - RETIRED September 1, 2018
- Certification of Accounts
- Co-Sponsorships
- Co-Sponsorship Process
- Entertainment/OOEFS
- Entertainment/OOEF Policy
- Entertainment/OOEF Process
- Research Cash Advances
- Research Cash Advance Policy
- Research Cash Advance Request Process
- Research Cash Advance Reconciliation Process
- Travel
- Travel Policy
- Chair Travel Policy
- Chair Travel Process
- International Travel Policy
- International Travel Process
- Faculty Research Travel Policy
- Faculty Research Travel Process
- Travel Cash Advances
- Travel Cash Advance Process

Human Resources
- Employee Appraisal Certification
- Employee Appraisal Certification Process
- Flexible Working Arrangements and Telework
- Onboarding
- Outside Employment
- Outside Employment Policy
- Outside Employment Process
- Prior Approval Request (PAR)
- Timesheet Mass Advance - Process & Policy
- Title IX
- Workday transactions requiring prior approval - IN PROGRESS
- Workers' Compensation and Workplace Injuries