

June 2023



### Last Day to Access iProcurement Store for FY23

To accommodate the end of FY23 closing process the iProcurement stores will not be available after June 16, 2023. The stores will be available on July 1, 2023 for FY24 purchases.

It is important to receive all iProcurement items as soon as they arrive on campus. If you experience any issues, including returns and credits, please contact [Procurement Services](#).



### Setting Your Proxy

If you are going to be on vacation and are a workflow approver, please be sure to set a proxy to avoid processing delays, especially as we approach fiscal year-end.

Setting a Proxy

### Windstar Charter Contract

As of July 1, 2023, UNI will now be utilizing a joint Regent contract for Windstar. There are a few changes to the rates on the contract including the removal of the 10% discount. Information on the new contract is available on the [Windstar contract page](#) on our Purchasing site. Any trip booked for a date past July 1 will utilize the new rates.

