Financial Managers’ Meeting

23 February 2010
AGENDA

• Safety Minute

• Upcoming WACUBO Events
  • Process Mapping (March 18th-19th)
  • Academic & Unit Business Officers Workshop (April 8th-9th)
  • WACUBO Annual Meeting (May 1st-5th)

• Upcoming Finance Related Dates
  • FY10 Spring Management Report Review
    Business Council (March 24th)
  • Spring Operating Review (April 21st)
CONT-

- Recharge Center Rate Proposals
  - Due April 9th
  - Review Recharge Principles & P-112

- January Management Report
  - Status Update

- Travel
  - Year End Travel Memo
  - Training 2/24 (tomorrow)
    - Call or email Leanne Holzmueller
      lrholzmueller@alaska.edu
    - Additional training in March
CONT-

• Loss Prevention Reimbursements on Sponsored Projects
  • Reimbursement from loss prevention funds should go to Fund 1 (not to sponsored projects) to maximize our F&A calculation

• Cash Manager Announcements
  • Mark will be closing deposit bags in the Business Office
  • Please forward copies of foreign checks to Penny
  • When accepting checks, be careful of transpositions
CONT-  

- Non-Cash Reporting  
  - 1st Qtr 1/1/10 through 3/15/10 due Monday 3/22/10  
  - Use Current Template on the Financial Services Website  
  - Accurately Complete All Fields

- DSD QMenu/Qadhoc
  - Will migrate from RPTS to RPTP March 2nd  
  - Users must request a password reset for DSDWEB RPTP  
  - Prior to March 2nd users may access new version of QMenu/QAdhoc through http://qmenu.alaska.edu:9000  
  - After March 1st access will be through http://qmenu.alaska.edu as usual

- Banner and UAOnline Outage/Upgrade
  - March 4 at 5:00pm through March 11 at 8:00am  
  - Toad, Vista Plus, and QMenu/QAdhoc will be available to query Banner information
• Round Table

• Financial Managers’ Meeting Schedule
  (last Tuesday of the month), 9:00 – 10:00 a.m.
  • March 30, 2010
  • April 27, 2010
  • May 25, 2010