



Financial Managers' Meeting 22 February 2011





AGENDA

- Safety Minute
- Management Report
 - February report due March 21st
 - March report due April 18th
 - April report due May 13th – UFB accuracy guidelines will be based on April projections
- Training
 - Travel – March 2nd
 - Procurement – March 9th
 - Developing calendar with click to register capability



CONT-

- Revenue Authority
 - Please check your revenue authority to ensure appropriate levels
 - Reduce excess authority or request additional authority
- Position Numbers
 - All term funded positions will be changed from 9's to 4's.
- Department Deposits
 - The Business Office has been getting checks several weeks old
 - Please review accounting procedure C-07
<http://info.alaska.edu/controller/acct-admin-manual/acct-and-finance/C-07.pdf>
 - Copy of Canadian checks need to go to Penny Bales



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- Upcoming WACUBO Events
 - 2011 Annual Meeting
 - Portland, Oregon – May 1st - 4th
 - Academic & Unit Business Officer Workshop
 - Seattle, Washington – March 28th and 29th
 - Fundamentals of Accounting for Higher Education
 - San Francisco, California – April 7th and 8th
- Process Mapping -
 - First Training was February 4th and 7th
 - Next training opportunity will be late April or early May
 - Report back on current mapping efforts
- VCAS Open Forum
 - February 24th 3:00-5:00pm, BOR Conf Room



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- Executive Leadership Workshop
 - February 1, 2011
 - FY11 – FY12 Budget Status/Preview
 - http://www.uaf.edu/adminsvc/reports/elw2011/ELW2011_Main.pptx
 - Breakout sessions
 - Administrative Program Review – Pat Pitney
 - Academic Program Review – Susan Henrichs
 - Research Program Plan – Mark Myers
 - Recruiting Plan – Mike Sfraga and Mike Earnest
 - CRCD – Bernice Joseph, Michele Stalder, Mary Pete and Alex Hwu
 - Accreditation – Dana Thomas
 - Site visit October 3rd to 5th

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- Financial Managers' Meeting Schedule (last Tuesday of the month), 9:00 – 10:00 a.m.
 - March 29, 2011 – Extended Stay Hotel presentation
 - April 26, 2011
 - May 31, 2011

