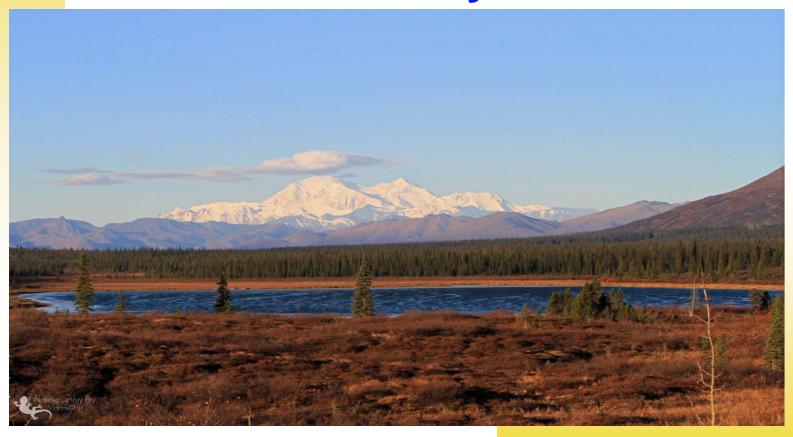


Financial Managers' Meeting 22 February 2011





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



- 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



- 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



- 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



- 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

