



**Financial Managers' Meeting**  
March 26, 2013

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- **Safety Culture**
  - In case of evacuation we will meet at the west entrance to the Museum.
  - Department Emergency Action Plan (DEAP)
    - Procedure to follow in the event of an emergency
    - Contains department and building information
    - Contains Evacuation procedures
    - Have the plan available for quick reference
    - All new employees **MUST** be briefed upon hire



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- **Position Management**
  - Jason Theis – OFA
  - Position Vacancy Expectations
- **Budget Entry – FRABUDP**
  - Wanda Bowen – OGCA
  - Future Training Dates
  - PowerPoint with Instructions and Appendices are available on the OGCA website:
  - <http://www.uaf.edu/grcon/educational-opportunities-1/>
- **Recharge Rate Proposals**
  - Matt Seymour - OFA

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- **FY14 Budget Update**
  - Julie Queen – OMB
- **Accounts Payable**
  - Lynn Wrightsman - OFA
  - \$4.1M in uncommitted encumbrances
  - Send encumbrance liquidation requests to Kathy Jeffords in A/P
- **FY13 Procurement Deadlines**
  - Purchases greater than \$50K by April 12, 2013
  - Purchases between \$5K and \$50K by May 3, 2013
  - Purchases under \$5K by June 7, 2013
  - Change orders by June 7, 2013
  - LPO for in-stock items only by June 30, 2013
  - Call Numbers by June 30, 2013




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- **3rd Quarter (Cycle 08) Tuition & ICR Revenue**

Revenue	3rd Quarter - Cycle 08			FY11-12 % Change	FY12-13 % Change
	FY11	FY12	FY13		
Student Tuition & Fees*	35,833,024	38,007,036	38,825,684	6.1%	2.2%
Indirect Cost Recovery	16,330,174	14,752,075	14,777,452	-9.7%	0.2%

\*Net Student Tuition & Fee amounts include the tuition allowance offset entry.  
 FY11 - <\$5,138,358>  
 FY12 - <\$5,539,233>  
 FY13 - <\$5,594,635>




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CABINET	Fund 1 Unreserved Fund Balance				
	FY 12 Actual	FY 13 Nov Projection	FY 13 Dec Projection	FY 13 Jan Projection	FY 13 Feb Projection
Chancellor	68,712	97,028	89,062	55,202	34,152
OIT	384,193	53,109	53,413	44,770	45,807
Provost	2,190,348	909,947	1,291,823	2,149,923	2,472,355
CES	78,885	198,715	232,878	310,393	256,249
VC RCNE	1,120,674	155,611	157,546	362,678	204,835
VC Research	1,720,307	316,978	838,135	595,759	753,453
VCUSA	(99,362)	(286,243)	(263,903)	36,300	(102,904)
VCAS	545,290	539,065	658,175	603,892	495,005
Central Support	2,672,994	2,378,689	2,050,917	2,085,096	2,304,040
<b>Total</b>	<b>8,682,041</b>	<b>4,362,899</b>	<b>5,108,046</b>	<b>6,244,013</b>	<b>6,462,992</b>




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- **March Management Report**
  - March reports are due April 12<sup>th</sup>
  - Month closes April 3<sup>rd</sup>
  - Includes R07 Payroll
  - Include projections for all anticipated adjustments, submit journal vouchers and budget revisions for processing ASAP.
  - GF and UFB (9890) revenues must balance between "to" units and "from" units.
- **Preliminary Budget Dates**
  - FY14 Continuation Budget will be due to OFA June 14<sup>th</sup>
  - Budget Control Changes will be made July 1<sup>st</sup>
  - Continuation budget training dates will be announced



*since 1917*

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**FY13 Financial Managers' Meetings**

- ❖ April 30<sup>th</sup>
- ❖ May 28<sup>th</sup>

All dates subject to change and cancellation

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