



Financial Managers' Meeting

25 September 2012

- **Safety Topic**

- In case of evacuation we will meet at the west entrance to the Museum
- Core Safety Training required by ALL UAF employees
 - UAF Safety Orientation
 - Hazard Communication (Chemical/Physical Hazards)
 - Ergonomics
 - Electrical Safety
 - Materials Handling
 - Back Injury Prevention
 - Signs and Tags – Accidents and Injuries Prevention
 - Slips, Trips and Falls
 - Office Safety (general)
 - Department Emergency Action Plan

Source: www.uaf.edu/safety/training/

- **Introductions**

- Melissa McDonough – Fiscal Analyst
- Kathy Bennett – Budget Coordinator
- Geoff Jacobs – UAF Travel
- Derek Miller – OMB
 - www.uaf.edu/omb/

- **Compliance Review**

- **Cashing Petty Cash and Change Orders at the Business Office**

- For Petty Cash >\$250 and Change Orders >\$500
- Departments must provide two business days notice
- Smaller amounts will be completed on a walk in basis
- Announcement sent out via UAFFinance-L listserve on 9/18/12

- **Non-Cash Reporting**
 - Non-cash benefits, prizes or awards to **NON-EMPLOYEES** must be reported to Finance & Accounting quarterly; email to lawrightsman@alaska.edu
 - Non-cash benefits, prizes or awards to **EMPLOYEES** should be reported directly to UAF Human Resources; email to UAF-Payroll@alaska.edu at time of award
 - Non-cash benefits, prizes or awards **DUE TO PURCHASE OF A RAFFLE TICKET** (or similar device) must be reported to Finance & Accounting quarterly (this includes both employees and non-employees), email to lawrightsman@alaska.edu

- Quarterly report to Finance & Accounting must be reported on the non-cash awards reporting template <http://www.uaf.edu/files/finsvcs/Non-Cash-Reporting-Template.xls> and include the following information:
 1. Name of Reporting Unit
 2. Date non-cash benefit, prize or award was granted
 3. Brief description of benefit, prize or award
 4. Fair market value of benefit, prize or award
 5. Recipient's contribution (if the award is due to the purchase of a raffle ticket) – the value of a single ticket
 6. Recipient's LEGAL name (as provided to the IRS and/or SSA)
 7. Recipients mailing address
 8. Recipients social security number or TIN

9. Recipients Banner ID number (if applicable)
10. Recipients phone number (if available)
11. US Citizen (yes or no)

- **Non-cash award DUE DATES to Finance & Accounting**

Awards given July 1 to Sept 30 – due October 3, 2012

Awards given October 1 to Dec 14 – due Dec 19, 2012

Awards given Dec 15 to Dec 31 – due January 2, 2013

- **Grant Process Solutions (GPS)**
 - Update – Nickole Conley



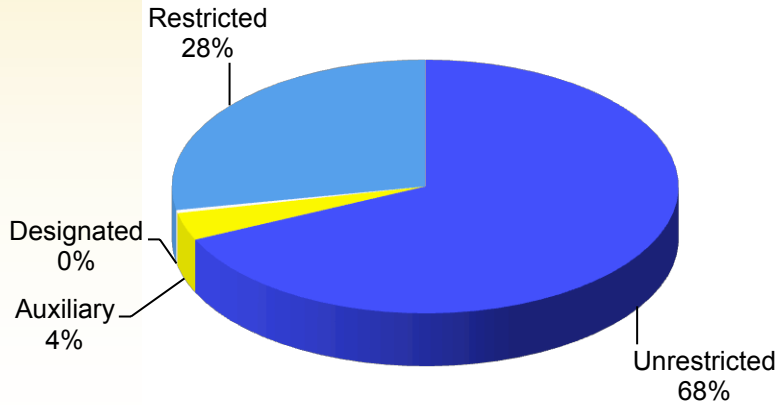
FY12 Year-End Recap

Tuition & Fees ↑ 6.1%

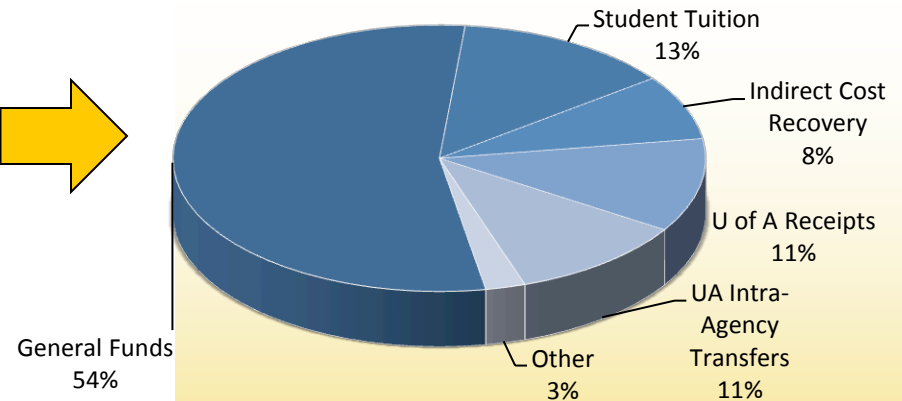
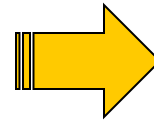
Indirect Cost Recovery ↓ 4.3%

Federal Receipts ↓ 6.7%

FY12 Revenues \$451.4M



FY12 Unrestricted Revenues \$307.4M



Does not include Capital Research (FR, AR, 91)



FY12 F1 UFB Target Amount (\$7M - \$8M)

FY12 Actual F1 UFB – \$8.7M

CABINET	FY11 Actual	FY12 Apr Projection	FY12 Actual	April vs Actual \$ Variance	April vs Actual % Variance
Chancellor	80,840	73,912	68,713	-5,199	-7%
OIT	297,815	45,500	384,193	338,693	744%
Provost	2,423,790	1,816,964	2,190,348	373,384	21%
CES	140,803	149,892	78,885	-71,007	-47%
VC RCNE	227,541	376,182	1,120,674	744,492	198%
VC Research	2,298,712	929,957	1,720,307	790,350	85%
VCUSA	344,996	-92,530	-99,362	-6,832	7%
VCAS	517,372	728,184	545,290	-182,894	-25%
Central Support	1,278,254	1,311,385	2,672,994	1,361,609	104%
Total	7,610,123	5,339,446	8,682,042	3,342,596	63%

- **FY13 Strategic Reinvestment (SR) Pool Funding**
New SR Funding - Need to track using “13SR” in the Org title:
 - \$200,000 – Undergrad Research and Scholarly Activity (URSA)
 - \$500,000 – High Performance Computing
 - \$ 70,000 – English as a Second Language
 - \$ 40,000 – Faculty Reporting (Data180)
 - \$ 50,000 – IARC North by 2020 (Nx2020)
 - \$ 50,000 – IARC/CNSM
 - \$ 50,000 – Honors Program
 - \$130,000 – Transfer/International Student Recruitment
 - \$300,000 – Branding/Marketing
 - \$ 22,000 – NASA EPSCOR
 - \$150,000 – Development/Alumni

- \$135,000 – Student Init for Renewable Energy Now (SIREN Match)
- \$ 30,000 – Western History Association (5 yr)
- \$100,000 – CANHR

- **Fairbanks Campus Investments – One-time Funding**
 - \$ 40,000 – ARRA Coordinator
 - \$150,000 – INBRE

- **CRCO Investments – Base Funding**
 - \$196,200 – Development/Program Coordinators for BB, CC, IAC, KuC, NWC, RC (\$32,700 each)
 - \$122,900 – CTC Hangar Renovations (one-time), Utilities
 - \$ 42,900 – E-learning and Distance Education (EDE)

- **Fall Department Budget Meetings**
 - Meetings are being scheduled now starting the first week in October
 - DRAFT Discussion Topics & Questions (see handouts)
- **FY13 Management Reports**
 - New Process Update
 - May need to use old process for September Mgmt Rpt
- **Enhanced Budget Revision Form**
 - Jason Theis – Show & Tell
- **UAKJOBS Budget Approval Process Discussion**
 - Jason Theis – Just Tell

FY13 Financial Managers' Meeting



- October 30th
- November 27th
- December – Happy Holidays
- January 29th
- February 26th
- March 26th
- April 30th
- May 28th

All dates subject to change or cancellation