

Safety Minute

• In case of evacuation, we will take the north exit and meet in parking lot.

Procards (Helen Connor)

- The first posting of transactions from the new PaymentNet system posted! There's a new numbering scheme:

 - PNPxxxxxx for Procurement Cards
 PNTxxxxxx for Department Travel Cards
- Internal (UA) procard payments must be deposited to revenue code 9904! Treat these transactions exactly like JVs for account code



since 191;

• FY14 Strategic Reinvestments

• Still forthcoming!



Match Report

- Now available at http://www.uaf.edu/finserv/finance- accounting/operational-reports/fund-activity-reports/
- Includes all match fund (14xxxx) activity by unit.
- Please submit BRs to zero out your match funds as soon as activity is complete.
- All matching funds must have zero balance at fiscal year close.



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• Labor Redistributions

- W-2 Process is finished, and we are now entering LRs. Please be patient as we work through the backlog!
- We have a new informational Page on our website for LRs: http://www.uaf.edu/finserv/finance-accounting/budget-operations/position-management/labor-redistributions/
- **Budget Revision Reminders**



- Populate the cover sheet
- Ensure all NCHEMS are in balance revenue-to-expenditure Take budget only from where it exists!
 - Travel Update (Geoff Jacobs)
 - Process Efficiency Adjustments
 - TEM Implementation



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- Office of Management & Budget
- Vacancy Pullbacks Through December

Central	1,571.9
VCR.	79.7
OIT	25.5
Provost	163.0
Chancelor	7.0
CRCD	190.6
VCUSA	179.1
VCAS	173.5
	2,390.3



- **Management Reports Online!**
 - http://www.uaf.edu/finserv/finance-accounting/operationalreports/management-reports/
- September through December are available by cabinet level

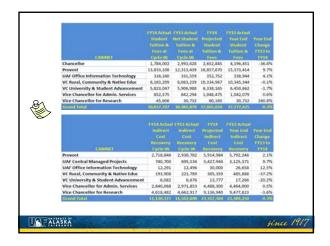
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• December Management Report Highlights

CABINET	Projected UFB (Deficit) at 6/30/14
Chancellor	(437,830)
Provost	479,952
UAF Central Managed Projects	2,000,016
UAF Office Information Technology	51,030
VC Rural, Community & Native Educ	479,959
VC University & Student Advancement	(324,591)
Vice Chancellor for Admin. Services	451,083
Vice Chancellor for Research	925,976
Grand Total	3,625,595



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• January Management Reporting

- January scheduled to close February 5th! Reports are due <u>no later</u> <u>than close</u> of business on February 11th.
- This is our first report to Statewide please be thorough! Account for all revenue sources including UFB and SR, if not yet received.
- Report available on our website on Monday, February 17th.





We have new information available on our website! http://www.uaf.edu/finserv/finance-accounting/financial-manager-resourc/toad-queries/

More to come.... Please take the initiative to explore this tool!

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• FY14 Financial Managers' Meetings

- February 25th
- March 25th
- April 29th
- May 27th



All dates subject to change or cancellation

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