



Financial Managers' Meeting




October 31, 2017



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• Safety Minute


- Winter Readiness ([how were your tires this week?](#))



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• ANNOUNCEMENTS

- OFA Transaction Manager Position
- Keep funds current on exempt timesheets
- Banner outage: November 23 through 26
- October Management Report (Due 11/14)



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• **PRESENTATIONS**

- OMB Updates
- Travel Changes!



• **Travel: What's Different?**



- Document review prior to payment
 - Approvals and Purpose (All Documents)
 - Full Review (International and High Value)
- New Authorization Forms (PDF and DocuSign)
 - Designed to maximize review efficiency: Printed names, clear notation of self-authorization, delegation of authority, and when to include additional approvals.
- Reduced Signature Requirements on Expense Reports
- Improved Guidance (Regulation and Best Practice)
- Revised Third Party Authorization

• **FY18 Financial Managers' Meetings**

Locations announced prior to each meeting.

- *December 05*
- January 30
- February 27
- March 27
- April 24
- May 29



All dates subject to change or cancellation
