



Financials Focus Group (FFG) AGENDA

Date:	January 13, 2017
Time:	11:00 a.m.
Location:	RP-302
Facilitator:	Rebecca Vilsack
Minutes:	Kiran Acharatlal

----- Agenda Topics -----

1. Review and approve the December 2016 FFG meeting minutes
2. **Continuing Business –**
 - Action Items resulting from the December 2016 FFG meeting
 - The project “Wahoo” PowerPoint presented by Charlie Smith from the Office of Research & Commercialization (ORC) has been posted to the FFG page at the Financials website.
 - The availability of the SpeedChart function to split a distribution line on a requisition in UCF Financials 9.2 has been communicated to all Financials system users. The Addy Note, Creating a Multiple Distribution Line on a Requisition, has been updated to reflect this as well.
 - The video showing how PCard approvers can review available budget prior to approving transactions has been posted at the Financials website.
3. **New Business –**
 - Introduce F&A’s Financial Reporting & General Accounting team members
 - Annual Departmental Authorization List (DAL) verification
 - Open: Tuesday, January 17
 - Close: Friday at 5 p.m. on February 3
 - New notifications for PCard approvers
 - Reported data integrity issue in the Financials DataMart resolved
 - Instructor-led training schedule (January – May)
 - Open discussion