



## Financials Focus Group (FFG) AGENDA

<b>Date:</b>	October 12, 2018
<b>Time:</b>	11:00 a.m.
<b>Location:</b>	Research Pavilion, RP-302
<b>Facilitator:</b>	Rebecca Vilsack
<b>Minutes:</b>	Kiran Acharatlal

### ----- Agenda Topics -----

1. Review and approve the September 2018 FFG meeting minutes
  
2. **Continuing Business –**
  - Moving expense policy announcement on F&A website - Mark
  - UCF's accountable plan (tax treatment of certain reimbursements and advances) – Joel
  - Next Gen update - Becky
  
3. **New Business –**
  - Raising minimum requisition from \$500 to \$1,000 – Dorann
  - Vehicle purchases – Efrain
  - Tax treatment of mixed travel (business vs personal) – Joel
  - Travel
    - New process beginning January 2019 – Taxable Personal Travel template - Mary
    - Concur/Travel Training Workshop – Classroom Building 1, room 202 - Mary

Thursday, November 15, 2018	9:00 - 11:00 a.m.
Monday, November 26, 2018	2:00 - 4:00 p.m.
Wednesday, November 28, 2018	9:00 - 11:00 a.m.
Friday, November 30, 2018	9:00 - 11:00 a.m.