

Fiscal Administrators | 08/02/23 Agenda

Topic	Today's Agenda Item / Objective	Target Time
Welcome	<ul style="list-style-type: none">• Welcome/Agenda Overview	5 min
Updates & Reminders	<ul style="list-style-type: none">• New Spend Category• Activity Stream Demo• T&E Expo Reminder	20 min
Expense Approvals	<ul style="list-style-type: none">• Update on "two-approver" process	10 min
Purchasing Updates	<ul style="list-style-type: none">• Goods & Services Guide Overview/Demo• Automatic Purchase Order Distribution	10 min
Fund Validations	<ul style="list-style-type: none">• Validation and Worktag Updates	10 min
Reporting	<ul style="list-style-type: none">• Reviewing PO Balances and Obligations	10 min
Wrap-Up	<ul style="list-style-type: none">• Preview of Next Meeting / Meeting After the Meeting	5 min