

# Fiscal Administrators | 06/07/23 Agenda

Topic	Today's Agenda Item / Objective	Target Time
<b>Welcome</b>	<ul style="list-style-type: none"><li>• Welcome/Agenda Overview</li></ul>	5 min
<b>Updates &amp; Reminders</b>	<ul style="list-style-type: none"><li>• Reminder of Year End Close Dates</li><li>• Tips &amp; Tricks Update</li><li>• Don't forget to Close your POs</li><li>• Update on Petty Cash</li></ul>	20 min
<b>Clean Up Squad Update</b>	<ul style="list-style-type: none"><li>• Financial Transaction Spring Cleaning</li></ul>	10 min
<b>Update on Expense Approvals</b>	<ul style="list-style-type: none"><li>• Two-Approver Process Temporarily Suspended</li></ul>	10 min
<b>Ask Finance / Ask HR Transition</b>	<ul style="list-style-type: none"><li>• Payroll inquiries to transition in July</li></ul>	10 min
<b>Account Certification Enhancements</b>	<ul style="list-style-type: none"><li>• Continuous Improvements now and in the future</li></ul>	20 min
<b>Wrap-Up</b>	<ul style="list-style-type: none"><li>• Preview of Next Meeting / Meeting After the Meeting</li></ul>	5 min