

Office of the University Comptroller

University of Virginia

FISCAL ADMINISTRATORS MEETING AGENDA

WEDNESDAY, MARCH 15, 2017, 10:00 AM

SOUTH MEETING ROOM, NEWCOMB HALL

General Comments – Randy Ellis

Please get ETF request in. Only 28% have come in so far.

Office of the VP & Chief Student Affairs Officer – Scott Norris

- 1515 – Newly renovated space for the students on the UVA Corner. Offering a venue for late-night activities as well as space to study, meet, unwind, and socialize throughout the day. The building reflects a space designed by students for students. UVA departments cannot reserve space here.

For more information: <https://vpsa.virginia.edu/communications/2017/1515-space-students-corner-opening-march-17>

UVA Office of Sustainability – Anna Perry

- Sustainability Plan at UVA

[Sustainability](#)

Change Management Discussion Follow-up (45 minutes)

Facilitated by: Finance Outreach & Compliance, Center for Leadership Excellence, and Organizational Excellence

- [Partners 4 Change Next Steps – Changesteps.pptx](#)
- **Change Resources**

[ProjectOnepagers31517.pdf](#)

[Change Resources315.docx](#)

Managerial Report Project – Christopher Birkl, Matthew Douglas, Linda Leshowitz & Danielle Hancock

- Tips & Tricks for UBI

Using an AGILE approach, the UBI team utilizes users' feedback to create a tool that will provide you with the data you need when you need it. The UBI Team gets feedback in many ways, including email, class discussion, and the UBI Community. In the Community, you can ask a question, suggest ideas for improvement, and find training materials. Incorporating user feedback from the community and elsewhere, the UBI team created the GA Analysis

Actuals-Commits module. This new module allows you to see the actual expense details as well as the committed expenses in the same module. See the UBI Tips & Tricks attachment for instructions on how to use the GA Analysis Actuals-Commits module and ways to reach out and learn more about UBI.

The UVA Finance trainers want to make sure that you have everything you need to use UBI in your daily work. We plan on presenting simple ways to get the data you currently use in your Discoverer Reports from UBI. We will do this each month as long as there is a need. But...we need your help! Let us know what Discoverer reports/data you use and what task you are completing. You can end your suggestion to Danielle.Hancock@virginia.edu or ubi@virginia.edu. We look forward to seeing you next month!

If you need more immediate help, please consider attending the UBI training Office Hours at 2400 Old Ivy Road for one-on-one help. You can find more information about all of the UBI Training Opportunities here: <http://ubi.virginia.edu/training>

Please click on links for presentation:

[UBI TipsTricks GA-AA-Actuals-Commits](#)

[UBI Tips-Tricks31517.pdf](#)

Procurement and Supplier Diversity Services – Eric Denby

- Reminder – Chrome River Go-Live – April 17, 2017

The next meeting is scheduled for Wednesday, April 26, 2017 at 10:00am in the South Meeting Room, Newcomb Hall.

E-mail comments to: Comptroller@Virginia.edu

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