AGENDA
Business Affairs Advisory Forum
February 29, 2012
9:00 – 11:30 a.m.
Masters Hall, Georgia Center for Continuing Education

Wimba Archive Part 1 - Wimba Archive Part 2

Welcome and Opening Comments ................................................................. Jere Morehead

Budget Update .................................................................................................. Tim Burgess

Human Resources Updates .............................................................................. Tom Gausvik
  Ethics Training
  Grant-Related RIF Process
  Shared Leave
  Accrued Leave
  Health Benefits
  Employee Discounts

Graduate School Review of Guidelines for Graduate Assistantships ............. Tonia Gantt

Space Utilization Update ............................................................................. J. Dorsey and Joe Bilotta

Refreshment Break – 15 minutes

Chief Information Officer
SSN Remediation Efforts .............................................................................. Brian Rivers

Controller’s Office
Year-End Closeout Items .............................................................................. Chad Cleveland
  Maymester Accounting
  Carry Forward v. Deferral on Sales Accounts
  General Tips
Audit Issues and Fraud Awareness ................................................................. Chad Cleveland
Payroll .............................................................................................................. Julie Camp
  Mandatory Direct Deposit and Auto-Debit
  W2s

Research Administration
OSP Electronic Transmittal ............................................................................ Gary Rachel
Change to NSF RCR Verification Procedure .................................................... Chad Cleveland
Restricted Account Discussion Group ............................................................ Tammy Ebert

Next Scheduled Meeting of the Business Affairs Advisory Forum:
July 12, 2:00 – 4:30 p.m., Richard B. Russell Building Special Collections Libraries

A resource, “Announcements Archive,” has been created on the BAAF Website (www.busfin.uga.edu/baaf) in response to a request from the BAAF Planning Group. All policy-related announcements sent to the BAAF Listserv, Admin Memo Listserv or related business listservs since the start of the 2012 fiscal year on July 1 are posted here. Please make a habit of checking this site regularly to stay on top of developments. Also, remember that all hand-outs and PowerPoints from today’s meeting will be posted on the BAAF Website and that the archived Wimba presentation will be available at the site in a few days. Please make use of these resources.