Fiscal Administrators | 05/03/23 Agenda

Topic	Today's Agenda Item / Objective	Target Time
Welcome	• Welcome/Agenda Overview	5 min
Updates & Reminders	• Location of Important Resources • Instructions for Thursday Support Cases • Zero-dollar PO • Travel & Expense Expo	20 min
Invoice Processing In-House	• OCR turned off, temps & AP team working invoices since April 24	10 min
Closing POs	• New permissions to Procurement Shopper Role	10 min
Sustainable Procurement Update	• UVA's Single Use Plastic Requirements & using the Supply Room Catalog	10 min
Clean Up Squad	• Financial Transaction Spring Cleaning	10 min
Expense Approver Routing	• Changes related to internal audit requirements	10 min
Wrap-Up	• Preview of Next Meeting / Meeting After the Meeting	5 min

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