



SUFFOLK  
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BOSTON

# Finance and Administration “FAD” Managers Forum

November 28, 2018

# Welcome and Agenda

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### Introductions and Managers Forum Purpose:

- Objective of Meetings and Proposed Schedule

### Finance:

- FY20 Budget Process, Timeline and Deliverables
- Team Recognition Funds/Welcomes and Farewells Budget
- Travel and Expense Reimbursement Policy Updates

### Facilities:

- ABM Introductions
- Work Order Request Process and School Dude Demo
- Space Location Change Process Demo

### Construction Services: Commuter Survey

### Human Resources: New Retirement Plan Changes

### IT: Update on New ERP Process

# Finance and Administration ("FAD") Managers Forum

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- Purpose and objectives of the meetings
  - The FAD Managers Forum is a forum to increase communication and share information between FAD and university managers.