

# AGENDA

## Spectrum User Group Meeting Agenda

October 14, 2009

10:00 a.m. – 11:00 a.m.

**SUG Panel** Robert Stevens, Director Financial Systems; Bruce Spratt, Comptroller; Ronnie Laster, Director of Accounting Services; Chip Hill, Director of Budget & Planning; Jean Pearson, Director of Disbursements; Larry McCalap, Director of Purchasing; Albertha Barrett, Associate VP Sponsored Research

<b>Topic</b>	<b>Presenter</b>
Welcome	Mary Franklin
Known Issues Update	Robert Stevens
Process for Resolving Budget Checking Errors	Chip Hill
Voucher Processing: <ul style="list-style-type: none"><li>• Inquiring on Vouchers &amp; Payments</li><li>• Voucher Payment Process</li><li>• Delays in the Payment Process</li></ul>	Mary Franklin
Purchase Order Processing: <ul style="list-style-type: none"><li>• Updates</li><li>• Updating Locations</li></ul>	Larry Mccalap (Jeff Bachner)
Questions & Answers	SUG Panel
Adjournment	Mary Franklin