

THE SPREADSHEET

CFO DIVISION NEWS



UNIVERSITY of FLORIDA

CFO

Welcome to our finance community monthly newsletter. Our team shares divisional updates, critical dates & deadlines, best practices, and other information for the UF Finance community.

Go Gators!

Division Updates



Senior Vice President & Chief Financial Officer

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**Senior Vice President &
Chief Financial Officer**



CFO Website Redesign

We are delighted to announce the launch of an updated CFO Office Website! This update is part of a larger initiative to make CFO Division directives, procedures, and other important information more accessible to you, our users. This launch showcases an updated look and feel to the CFO Office Website,

along with some new features to facilitate access to important information.

Highlights of Our New Website:

- **Directive Hub:** All CFO Division directives are now conveniently located in the [Directive Hub](#). This database allows you to search for information based on topic, applicable audience, and department. This new feature will allow employees to find the information they need more quickly.
- **Useful Links:** Located at the bottom of the page, the website now features a listing of links to systems/tools that are frequently used in fiscal employees' daily work.
- **Popular Topics:** The most frequently visited topics are now conveniently located on the bottom banner of the website. This page listing is dynamic, and changes as pages are visited more or less often.

Our aim is to offer a more intuitive and enjoyable browsing experience, making it easier for you to find the information you need. As we move forward into the next phase of the website redesign, the Finance Strategy & Analytics team is working to build a CFO Division website that will help you access important information more quickly and efficiently. We look forward to sharing more website updates in Spring 2025!

[Explore the New Website Today!](#)



CRITICAL DATES

UF GO Changes to Submission Permissions

To help relieve administrative burden on faculty and non-fiscal staff, the submission permissions in UF GO will be changing to allow delegates to submit domestic Travel Requests and resubmit returned Expense Reports.

This change is expected to go into effect **November 18th**. At that time, the UF GO team will be providing recommendations and best practices for submissions at that time. Please also join us for our December 4th Info Session as we review the change in more detail and answer questions.



TIPS, TRICKS AND RESOURCES

Past Due PCard Transactions

There is currently a large volume of past due PCard transactions in UF GO that need to be processed as soon as possible. As a reminder, PCard charges should be approved within 15 days of the posting date for non-travel transactions and 15 days of the trip return date for travel transactions. Cards with transactions older than 30 days are eligible for suspension if there is no reasonable justification for the delay.



UF GO Homepage Redesign

SAP Concur, the application behind UF GO, is implementing a redesign of the home page. **The new home page is now the default view, but users can still revert to the legacy home page through the banner at the top of the screen until January 2025**, when the legacy home page will be retired.

For more details and to preview the new SAP Concur home page, please [view this video](#).

UF GO Audit Rules

The UF GO team has removed several of the duplicate transaction audit rules, which should reduce the number of alerts users see. Stay tuned as we continue to review and streamline the existing audit rules to better serve university and programmatic needs.

UF GO Expense Types

Expense Types in UF GO will soon be getting descriptions! While the [Expense Type to myUFL Account Code Crosswalk](#) is a great resource, account codes will be added as a description to the Expense Types for easier mapping. Stay tuned for additional Expense Type updates that will be rolling out in the next few months.



UF GO Information Sessions

For all sessions, participation is limited to the first 300 attendees. The sessions are recorded, and the videos are posted to the [UF GO Forms & Resources website](#) after each session.

Register in advance to receive updates and reminders!

December

Topic: Changes to Submission Permissions

Review upcoming changes to submission permissions in UF GO that will allow delegates to submit domestic Travel Requests and resubmit returned expense reports. We will discuss best practices and recommendations on when to allow this option.

Date & Time: December 4th from 10 am - 11 am
[Register Here](#)



Fraud Awareness
November 20th, 9:00 am - 12:00 pm [via Zoom]
[Register Here](#)



Leland Hill

The Lastinger Center for Learning

The Lastinger Center for Learning is delighted to highlight Leland Hill, who serves as the Center's Associate Director of Business Services.

In this role, Leland supports the Center's fiscal and operational success through his wide-ranging expertise in financial strategy, HR, and operations. By overseeing the Center's multi-million-dollar budget and various programs, Leland helps ensure seamless and effective operations.



Leland's focus on strategic planning, process improvement, and team development has helped the Center adapt and excel during a time of rapid growth and evolving priorities. The Center has experienced remarkable growth, with annual expenditures expanding from \$30M to \$108M and headcount increasing from 86 to 207 in just three years. His commitment to fostering efficient and sustainable operations has made a lasting impact, and the Center appreciates Leland's dedication to advancing its mission.

[Nominate a Finance Staff Member](#)



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