

**AGENDA: Faculty Associates, Inc.**  
**Board of Directors**  
**Monday, August 27, 2012**  
**Meeting: 3:30 p.m.**  
**Location: D7-11**

AGENDA	INFORMATION/ASSIGNED	NOTES
Call to Order	Dr. Teresa Dolan	
Approval of Minutes	April 23, 2012	
Director of Finance Search	Dr. Teresa Dolan: Update on search	
FY '12 Financial Statements	Jodi Geiger: 1. Income statement 2. Balance sheet 3. Review of accounts receivable and charge-off of aged account	
Centralized Collections	Jim Wold: 1. Centralized collections update 2. Approval of the formal collections policy	
External Audit	Dr. Teresa Dolan: Update on audit	
Change in AEF Supplements	Dr. Teresa Dolan: Proposal to change AEF supplements more than once a year (up to quarterly) at the discretion of the dean in consultation with the chairs	

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FY '13 Budget	Dr. Teresa Dolan: Review of FY '13 budget	
Payroll Records for Faculty	Melissa Long: 1. Two payroll records for faculty members 2. Request to extend faculty and staff use of annual leave 3. Leave entitlements: <a href="http://hr.ufl.edu/training/myUFL/instructionguides/leave%20cash_out_chart.pdf?">http://hr.ufl.edu/training/myUFL/instructionguides/leave%20cash_out_chart.pdf?</a>	
Adjournment		

Next meeting: Annual Meeting, Wednesday, October 3, 2012, 5:00 p.m., Room D3-3