

Financial Administrator Development Program

October 2016 - June 2017

Program Summary

<u>Speaker</u>	<u>Subject Matter</u>	<u>Time</u>
Session 1 - October 24, 2016 - UClub (1:00 pm - 7:30 pm)		
Mark Haas	Welcome and Introduction	1:00-1:30
Debra Nelson-Dunbar	Success Strategies / Myers-Briggs	1:30-5:00
James Dorsett	Reception, Dinner, Speaker (5:00-7:30 pm) International Students at MSU	5:00-7:30
Session 1 - October 25, 2016 - UClub (8:15 am - 5:00 pm)		
Debra Nelson-Dunbar	Myers-Briggs	8:15-Noon
<i>Lunch</i>		
Marilyn Tarrant	Internal Controls and Ethics	1:00-2:00
R. Sekhar Chivukula	Undergraduate Education and Undergraduate Studies	2:00-3:00
John Thelen/Shea Bryant	MSU Financial Statements/External Audit	3:15-4:15
Dan Evon / Evo Pedawi	Audits	4:15-4:45
Session 2 - November 29, 2016 - Henry Center (8:00 am - 5:00 pm)		
Heather Swain	Communicating Institutional Information	8:00-8:45
Glen Klein/Becca Fedewa/Lane Adams	Treasury and Financial Management	8:45-9:55
Phil Zecher	Investments	9:55-10:15
Lee Hunter/Beth Powers	Financial and Tax Policies/Processes	10:30-11:30
Ellen Armentrout	FOIA	11:30-12:30
<i>Lunch</i>		
Rob McCurdy	IT Services	1:30-2:30
R. Sam Larson and Robert Patterson	MSU Financial Data Analysis	2:45-4:45
Session 3 - January 26, 2017 - Brody (8:15 am - Noon)		
	Discussion	8:15-9:00
Traci Gulick/Kimberly Blair-Chambers	Registrar's Office	9:00-9:45
Laurie Schlenke	Student Financial Services	10:00-10:45
Rick Shipman	Financial Aid at MSU	10:45-11:45
Session 3 - January 27, 2017 - UClub Ballroom (8:15 am - 5:00 pm)		
Hillary Gatlin	Records Management	8:15-9:15
Debbie Gulliver	Travel	9:15-10:00
Kim Kokenakes	Procurement Goods and Services	10:15-11:15
Denise Maybank	Student Affairs and Services	11:15-Noon
<i>Lunch</i>		
Lynn Kriser	Legal Issues and Risk Assessment	1:00-2:00
Matt McCabe	Risk Management and Insurance	2:00-2:25
Anthony Lemke	Worker's Compensation	2:25-2:45
James Cotter	Admissions Office	3:00-4:00
Brent Johnston	Budget Administration	4:00-4:45
Session 4 - February 24, 2017 - Henry Center (8:15 am - 5:00 pm)		
Paul Hunt	Opening Remarks on Research	8:15-8:30
Laura (Cook) Johnston	Finding Funding, Budget Preparation & Proposal Submission for Sponsored Research	8:30-9:15
David Tuthill and Aimee Wilson	Award Process	9:15-10:00
Evonne Pedawi	Post-Award Contract and Grant Admin.	10:15-11:00

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Evonne Pedawi	Facilities and Administrative Costs	11:00-Noon
<i>Lunch</i>		
Kristen Burt and Sharon Schooley	Clinical Research	1:00-1:45
R. Sam Larson and Robert Patterson	Financial Data Analysis of Two MSU units	1:45-3:00
Marc Melton	KC Update	3:15-4:00
Greg Ianni	Athletics	4:00-5:00
Session 5 - April 28, 2017 - Henry Center (8:15 am - 5:00 pm)		
Charles Hasemann	Research Outcomes	8:15-9:15
S. Dombroski/Brian Werner/Yesim Askin	Data Services/EIS	9:15-10:30
	Data Services/Demo	10:45-11:15
Sarah Blanck	Advancing a Culture of High Performance – Allocating Resources	11:15-Noon
<i>Lunch</i>		
Mark Burnham/Janet Lillie	Office of the VP for Governmental Affairs	1:00-1:45
David Bertram	State Government Relations	1:45-2:15
Bob Groves/ Scott Westerman	University Advancement	2:15-3:15
Robert Groves/Sean Harwood	Working w/Gift Funds	3:30-4:30
Session 6 - May 18, 2017 - Henry Center (8:15 am - 5:00 pm)		
Sharon Butler	Opening Remarks	8:15-8:30
Chuck Folino	Total Compensation and Wellness	8:30-9:30
Kathie Elliott / Jennie Yelvington	Talent Management	9:30-10:15
Amy Holda	Employee Relations	10:30-11:15
	Table Discussion	11:15 - Noon
<i>Lunch</i>		
Sue Vancamp/Lynne Steele	Payroll Policies	1:00-2:00
Jeff Brodie/Sue VanCamp	Benefits and Benefit Cost Rate	2:00-2:45
Camile Ash	The Organization Change Process and Accounting Data Structures and Workflow in KFS	3:00-5:00
Session 7 - June 1, 2017 - Henry Center and Secchia Center in Grand Rapids (8:15 am - 4:45 pm)		
Barb Kranz/Eric Boatman	Facilities Planning and Space Mgt - UClub	8:15-9:30
	Travel to Grand Rapids	10:00-11:30
Liz Lawrence	Secchia Center - Grand Rapids w/lunch and tour	11:30-2:30
Leisa Williams-Swedberg	Understanding MSU Construction - G. Rpds	2:00-3:00
	Return to Henry Center	3:30-4:45
Session 7 - June 2, 2017 - Henry Center (8:15 am - 1:00 pm)		
Debra Nelson-Dunbar	Know Your Niche	8:15-10:45
Mark Haas	Final Session Review and Discussion	11:00-Noon
<i>Certificate Presentation and Lunch</i>		<i>Noon- 1:00</i>

s/contr/fadp/fadp2016-17

Date: 07/6/15

Time: 10:39 AM