FOCUS Spring 2016 Conference Agenda
Kirkley Hotel & Conference Center, Lynchburg, VA
Longwood University

WEDNESDAY, MAY 11TH

2:00 – 5:00 PM
   Early Registration

3:00 – 5:00 PM
   Ethics 2016 – Your License Depends On It! – Vic Taylor, CPA, VSCPA
   Mr. Taylor will conduct a Virginia Society of Certified Public Accountants session on ethics as required to maintain CPA licensure.

THURSDAY, MAY 12TH

7:00 – 8:00 AM – Registration and Continental Breakfast

8:00 – 8:10 AM – Welcome

   General Sessions
   8:10 – 9:00 AM
   General Session I – University and Real Estate Foundation Relationship – Ken Copeland, Vice President for Administration and Finance, Longwood University
   Mr. Copeland will discuss the relationship between Longwood University and the LU Real Estate Foundation.

   9:10 – 10:00 AM
   General Session II – NACUBO Legislative Update – Anne Gross, Vice President for Regulatory Affairs, NACUBO
   Ms. Gross will provide an update on national legislative activities affecting higher education.

   10:00 – 10:20 AM – Break

   10:20 – 11:10 AM
General Session III – DOA/Cardinal Update – Randy McCabe, Deputy State Comptroller, Department of Accounts
Mr. McCabe will provide an update on recent activities within the Department of Accounts, including the recent Cardinal implementation.

11:20 – 12:10 PM
General Session IV – SCHEV Legislative Update – Beverly Covington, Senior Associate for Academic and Legislative Affairs, SCHEV
Ms. Covington will provide an update on recent legislative activities pertaining to higher education.

12:10 – 1:30 PM – Lunch

Concurrent Sessions (* FOCUS members only session)
1:30 – 2:20 PM
A) Bursar Roundtable* – Linda Combs, Bursar (JMU)
   Ms. Combs will lead discussions on Payment Plans and general Bursar topics.

B) Fraud and Abuse – Bill Cole, Executive Director of Audit & Compliance Services (VCU)
   Mr. Cole will conduct a session on issues surrounding fraud and abuse.

C) Accounts Payable Roundtable* – Leigh Penn, AP Manager (UMW) and Laura Temple, AP Specialist (UMW)
   Ms. Penn and Ms. Temple will lead discussions on current topics and general issues related to the accounts payable function.

2:30 – 3:20 PM
D) Bursar Roundtable* – Sandra Riggs, Bursar (NSU)
   Ms. Riggs will lead discussions on general Bursar issues.

E) ARMICS* – Raymond Ho, Internal Control Auditor (ODU), Peaches Nicholls, Internal Control Accountant (GMU), Brian Smith, Internal Control Director/ARMICS Coordinator (VT), Carla Linkous, Internal Control/ARMICS Coordinator (RU), and Ashley Comer, Internal Control Coordinator (JMU)
   Mr. Ho will facilitate a panel discussion regarding Agency Risk Management and Internal Control Standards (ARMICS) recent efforts and best practices.
F) **Accounts Payable Roundtable** – Sarah O’Neill, APM, Travel & Corporate Card Services Manager (VCU) and Lauren Katchuk, Corporate Card Administrator (VCU)
Ms. O’Neill and Ms. Katchuk will lead discussions regarding general Purchasing Charge Card topics.

3:20 – 3:40 PM – Break

---

Concurrent Sessions

3:40 – 4:30 PM

G) **GASB Update** – Rob Churchman, Partner, Cherry Bekaert
Mr. Churchman will provide an update on GASB activity and impacts to higher education.

H) **Payroll Roundtable*** – Leisa Shelor, Payroll Manager (VT) and Gloria Boone, Payroll Manager (ODU)
Ms. Shelor and Ms. Boone will lead discussions on current payroll topics.

I) **Information Technology – Preventing and IT Security Incident** – Allen Campbell, Senior Director, Application Architecture and Planning (VT)
Mr. Campbell will describe an IT security incident and how previously established controls helped in its detection and minimization. Decisions, challenges faced and lessons learned will also be discussed.

4:30 – 5:00 PM – Primary Representative Meeting

5:30 – 6:30 PM – Reception

6:30 – 8:00 PM – Dinner

---

**FRIDAY, MAY 13TH**
7:00 – 8:00 AM – Breakfast

**General Sessions**

8:00 – 8:50 AM  
**General Session V – Managing Ambiguity and Change** – Jim Burke and Linda Pierce, Performance Management Group (VCU)  
In this session you will gain new understanding and tools for managing ambiguity and change, both personally and in your role of supervisor/coach. Using presentation, individual assessment and reflection, film clips, and small group discussions, we will explore these areas to help promote personal development and have some fun in the process.

9:00 – 9:50 AM  
**General Session VI – Managing Ambiguity and Change** – Jim Burke and Linda Pierce, Performance Management Group (VCU)  
Continuation of General Session V

10:00 – 10:50 AM  
**General Session VII – SACSCOC Accreditation** – David Wolcott, Associate Vice Provost for Academic Accreditation (UVA) and Susan Bosworth, Associate Provost for Institutional Accreditation and Effectiveness (W&M)  
Mr. Wolcott and Ms. Bosworth will discuss recent SACSCOC accreditation efforts, best practices and lessons learned. The speakers will highlight differences in these areas between a large institution and a small institution.

10:50 – 11:10 AM – Break

**Concurrent Sessions**  
(* FOCUS members only session)

11:10 – 12:00 PM  
J) **Gaining New Project Approval** – Larry Goldstein, President, Campus Strategies  
Mr. Goldstein will discuss best practices surrounding gaining new project support on campus.

K) **Virginia Higher Education Procurement Cooperative Update** – Ryan Balber, Director, VHEPC  
Mr. Balber will provide an update on VHEPC activity and accomplishments.
L)  **Tax Update** – Cindi Fellows, Tax & ARMICS Compliance Officer (W&M) and Elena Cirmizi, International Tax Manager (GMU)
Ms. Fellows and Ms. Cirmizi will lead discussions regarding current tax issues faced by colleges and universities.

12:00 – 1:00 PM – Lunch

**General Session**
1:00 – 1:50 PM
**General Session VIII – Keeping Your President Off of the Front Page** – Larry Goldstein, President, Campus Strategies
Mr. Goldstein will discuss risk management and best practices in the avoidance of negative press.

1:50 – 2:10 PM – Wrap up