

# Fiscal Administrators | 09/06/23 Agenda

Topic	Today's Agenda Item / Objective	Target Time
<b>Welcome</b>	<ul style="list-style-type: none"><li>• Welcome/Agenda Overview</li></ul>	5 min
<b>Updates &amp; Reminders</b>	<ul style="list-style-type: none"><li>• Freight on Capital Equipment Requisition</li><li>• T&amp;E Session Availability this September</li></ul>	20 min
<b>Travel &amp; Expense Updates</b>	<ul style="list-style-type: none"><li>• Update on "two-approver" process</li></ul>	10 min
<b>ISD Process</b>	<ul style="list-style-type: none"><li>• Using the Internal Service Delivery Process in Workday</li></ul>	10 min
<b>Requisition Closing Process</b>	<ul style="list-style-type: none"><li>• Introduction to the process and feedback gathering</li></ul>	10 min
<b>Wrap-Up</b>	<ul style="list-style-type: none"><li>• Preview of Next Meeting / Meeting After the Meeting</li></ul>	5 min