



THE BOTTOM LINE NOVEMBER 2022

UNIVERSITY NEWS

New Performance Management System for staff launches

Between Nov. 8–Jan. 15, staff will have the opportunity to create their new Performance Plan for 2023. Resources available include:

Recorded webinar training—[here](#)

Live trainings—Dec. 5, 1-2:30 & Dec. 8, 3:30-5 (2420 North End Center)

HR website resources—[here](#)

VT branded accessible slide template now available

The Accessible Technologies team within TLOS encourages presenters to develop slides using best practices for digital accessibility. A new slide template is now available. TLOS offers tips on its website and does individual consultations with individuals wanting to learn more. [More info](#)

Family and Medical Leave (FML) Policy changes

Virginia's Department of Human Resource Management recently updated its FML policy. [Read more in VTx](#) about the changes and potential impacts.

CVC campaign continues through Dec. 9

Virginia Tech has set an overall goal of \$400,000 for this year's CVC campaign. Nearly 800 charities are participating and employees can donate through payroll deduction, cash, check, or online donation. Please contact your department's CVC rep or [visit the university's CVC website](#) for more information.

FINANCE NEWS

New FINTRACS system for financial transaction review

Effective Nov. 1, the university's new Financial Transaction Review, Analysis, and Certification System (FINTRACS) became the system of record for monthly financial transaction reviews. [More info](#)

Successful Business Practices Webinar; recorded sessions available

The Fiscal Training team recently hosted 6 sessions of its annual business practices webinar, with average attendance of 239 university employees per session. If you were unable to participate, links to the recorded sessions are available from the [Financial Management website](#).

Bursar's Office collecting donations for low-income seniors

The Bursar's Office is collecting personal care and household cleaning supplies to benefit low-income seniors at Warm Hearth Village. [View the flyer](#) for a list of most-needed items. All VPF employees are welcome to participate and can [contact Becky Ford](#) with questions.

Mark your calendar for VPF Diversity Committee's holiday program

The Committee will be offering a holiday-themed program on **Dec. 15, 2:30-4pm!** More info coming soon.

EMPLOYEE SPOTLIGHT

Meet Tracy Christensen

Business Operations Coordinator (Controller)

Tracy graduated from Virginia Tech in 2020 as a Finance double major and joined the Controller's Office earlier this year.



[Read this Q&A](#) to learn more about her background, hobbies, and interests.

UPCOMING DATES

NOVEMBER 16, 11am-1pm

COVID bivalent booster vaccination clinic (NEC, 2410)

Limited spots available and registration is required. [More info](#)

NOVEMBER 17, 29, 30

Hokie Wellness programs

[View the list](#)

NOVEMBER 26

UVA @ VT Football

[Review the list of campus parking impacts](#)

DECEMBER 1, 3:30pm

1872 Forward: A Celebration of Public Art Honoring VT History

Two original works of public art will be unveiled at a ceremony that commemorates the university's Sesquicentennial. Registration is required by Nov. 23. [More info](#)