

College/Division Administrator Meeting
Via Zoom
Thursday September 12, 2024 - 9 AM to 11 AM

Agenda

Houston Minority Supplier Development Council (HMSDC) Spot Bid Fair – Linelle Clark, Director HUB Operation

- October 9-10, 2024, in person at George R. Brown Convention Center

Itemized Receipts – Samantha Yurus, Asst. Controller, Procurement, AP

- Policy exceptions related to use of 3rd party travel vendors – itemized receipts

DOR Allocated Faculty Startup and Internal Awards – Cris Milligan, Asst. VP for Research Administration

Payroll-Tax Updates – Kimberly Robinson, Asst. Controller, Payroll, Tax

- Revised Payroll calendar
- Postpone NRA certifications
- EOY - Overpayment 4 installments inactive (3 pay months in CY2024)
- EOY - Fringe Benefits Reporting (Car and Dues)

Capital and Controlled Assets, Threshold Changes – Minhthu Pham, Sr. Property Manager

Campus Solution Security Access Audit Report – Javaria Saeed, Manager, CSS Application Security

Taleo to the New Applicant Tracking System – Connie Kemp, Executive Director, HR Resources Services

Compensation Updates – Sandra Armstrong, Executive Director, HR Operations

Other items from the group