

College/Division Administrator Meeting
Room 302, Melcher Hall
March 12, 2015, 9 AM to 11 AM

Agenda

Carla Martinez, Central Facilities Service Manager, Facilities Management

- Submitting Key Requests

Pam Muscarello, Division Administrator, Division of Research

- DOR Startup Funding Use

Melissa Abram-Jackson, Talent Management Manager, Human Resources

- New Training Programs

Devi Bala, Division Administrator, Administration & Finance and Student Affairs

- Discussion: Using P-Cards to Pay Internal UH Vendors

Mike Glisson, Controller

- Travel Management System Update
- Purchasing Department Update
- HUB Vendor Showcase, March 23

Other items from the group