

College/Division Administrator Meeting
Room 302, Melcher Hall
August 14, 2014, 9 AM to 11 AM

Agenda

Karin Livingston, Executive Director, Accounting Services

- New e-Payment Procedures

Mark Yzaguirre, Associate General Counsel

- RFPs and Standard Purchasing Agreements
- Academic Service Agreements
- Major (over \$25K) Consulting Contracts

Pam Muscarello, Division Administrator, Research Division

- HEAF Decentralization
- Annual Conflict of Interest Disclosures

Maya Thornton, HUB Program Director

- HUB Vendor Fair, October 8, University Center

Mike Glisson, Controller

- Travel Management System Implementation
- Corporate Travel Planners (CTP) Training, August 20, Melcher Hall
- Year-End Calendar Q&A

Other items from the group