

College/Division Administrator Meeting
Room 506, Classroom and Business Building
September 12, 2013, 9 AM to 11 AM

Agenda

Jack Tenner, Purchasing Director and HUB Coordinator

- Purchasing Update

Samantha Yurus, Accounts Payable Director

- Preventing Duplicate Payments
- Detecting P-Card and Travel Card Fraud
- Combining Personal and Business Travel

Mike Glisson, Controller

- Year-End Fund Equity Report
- Monthly Cost Center Verifications
- Travel Management System RFP

Other items from the group