Business Administrators Meeting and Group (BAM) Agenda

AOK Library 7th Floor

Tuesday, December 3, 2019

8:30 a.m. – 11:00 a.m.

AGENDA

**8:30am** - Light Breakfast Served

**8:45am** – Introduction Kathy Dettloff, Associate Vice President Financial Services:

 Lynne Schaefer (10)

**8:55am** – Other Administration and Finance Introductions (5)

**9:00am**- Facilities/Campus Construction Projects Update: Lenn Caron (15)

**9:15am** – Travel Reimbursement Improvement Initiative: Sasha Hudson (15)

**9:30am** - Budget Overview: Kathy Dettloff (10)

**9:40am**- Position Clean Up: Kristy Michel (10)

**9:50am** – Asset Management Docusign Initiative: Gayle Chapman (10)

**10:00am** – Procurement: Elizabeth Moss (15)

**10:15am** - Payroll and Human Resources Updates (30)

**10:45am** – Transportation Demand Management Initiatives: Chuck Boddy (5)

**10:50am** --Open Discussion