

# AGENDA

## Business Affairs Officers Committee Meeting

Wednesday, November 1, 2023

1:30 – 3:00 p.m.

UGL Community Room 3<sup>rd</sup> Floor

Item	Presenter (s)	Time
<b>Call to Order</b> <b>Review and Approval of October 4<sup>th</sup> Meeting Highlights</b>	Christine Green	1 minute
<b>Announcements &amp; Reminders</b> <ul style="list-style-type: none"><li>• Roster Reconciliation</li><li>• Close-out – “Thank You”</li><li>• FedEx Open House</li></ul>	Liz Godwin	4 minutes
<b>New Business</b>		
<ul style="list-style-type: none"><li>• WSU Climate Survey</li></ul>	Loraleigh Keashly, Professor, Communications	15 minutes 1:35 p.m. – 1:50 p.m.
<ul style="list-style-type: none"><li>• Human Resources Update I-9 Process</li></ul>	Brian Wittenberg, Director, Human Resources Operations	20 minutes 1:50 p.m. – 2:10 p.m.
<ul style="list-style-type: none"><li>• New Procurement Policies</li></ul>	Kenneth Doherty, Assoc VP, Procurement & Strategic Sourcing	20 minutes 2:10 p.m. – 2:30 p.m.
<ul style="list-style-type: none"><li>• Process Improvements ARAMARK Payments</li></ul>	Group Discussion	20 minutes 2:30 p.m. – 2:50 p.m.
<ul style="list-style-type: none"><li>• Discussion, and Questions by BAOs</li></ul>	Open Discussion	5 minutes 2:50 p.m. – 2:55 p.m.
<b>Closing Remarks/Adjournment</b>	Christine Green Liz Godwin	5 Minutes