

# A G E N D A

## Business Affairs Officers Committee Meeting

**Wednesday, June 7, 2023**

**1:30 – 3:00 p.m.**

**UGL Community Room**

Item	Presenter (s)	Time
<b>Call to Order</b> <b>Review and Approval of April 5th Meeting Highlights</b>	Christine Green	1 minute
<b>Announcements &amp; Reminders</b> <ul style="list-style-type: none"> <li>• P&amp;A Evaluations 6/27</li> <li>• Emoji Use Email</li> </ul>	Christine Green	4 minutes
<b>New Business</b>		
<ul style="list-style-type: none"> <li>• Policies Regarding Catering Campus Events</li> </ul>	<b>Jessica Beesley</b> , Associate Director, Student Center Reservation Services	15 minutes 1:35 p.m. – 1:50 p.m.
<ul style="list-style-type: none"> <li>• Human Resources Update</li> </ul>	<b>Carolyn Hafner</b> – Associate Vice President & Chief Human Resources Officer <b>Dawn Aziz</b> , Director, Orgn. and Employee Development	15 minutes 1:50 p.m. – 2:05 p.m.
<ul style="list-style-type: none"> <li>• Account Code Exercise and Discussion  <a href="#">Account codes</a></li> </ul>	<b>Colleen Cilia</b> , Director, Fiscal Operations <b>Tony Miller</b> , Director, Fiscal Operations <b>Jerry MacDonald</b> , Associate Director, Post Awards, SPA <b>Ken Doherty</b> , Associate Vice President, Procurement & Strategic Sourcing <b>Dennis Orr</b> , Associate Director, Accounts Payable <b>Eulonda Whitmore</b> , Associate Vice President & Chief Audit Executive, Internal Audit	45 minutes 2:05 p.m. – 2:50 p.m.
<ul style="list-style-type: none"> <li>• Discussion, and Questions by BAOs</li> </ul>	Open Discussion	9 minutes 2:50 p.m. – 2:59 p.m.
<b>Closing Remarks/Adjournment</b>	Christine Green	1 Minutes

There will be no meeting for July. **Next meeting will be August 2, 2023**