

**College/Division Administrator Meeting
Via Zoom
Thursday April 11, 2024 - 9 AM to 10 AM**

Agenda

Accounts Payable-Travel Updates – Cecilia Rodriguez, Director Accounts Payable

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Travel from locations other than Houston-Olivia Guo

Treasury Updates – Louis Edwards, Treasurer

- Bank change Project status.

Payroll-Tax Updates – Kimberly Robinson, Asst. Controller, Payroll/Tax

- Tax – UBI Questionnaire (Revised) and timeline.
- Benefits – HSA status updates.
- Payroll – Termed employees and related bank reversals.

Other items from the group