

**College/Division Administrator Meeting
Via Zoom
September 14, 2023 - 9 AM to 11 AM**

Agenda

Linelle Clark, Director HUB Operations

- HUB Spot Light Guest Presenter – Ms. Trina L. Martin, CEO, T.L. Martin International
- HUB Spot Bid Fair Announcement
 - HMSD Spot Bid Fair (Oct 11-12, 2023)
 - Senator West Spot Bid Fair (May 2024)
 - 2023 Award Analysis and Proposed Responses

Cecilia Rodriguez, Director Accounts Payable

- Travel Policy Updates *(Note that the changes presented will be effective once MAPP 04.02.01A and MAPP 04.0201B are revised and published. AP will send a notification via the CDA Listserv once this occurs.)*
- Tejas Office Supplies/Core list items

Other items from the group