

College/Division Administrator Meeting
Zoom
December 10, 2020 - 9 AM to 11 AM

Agenda

Karin Livingston, AVC/AVP Finance

- Introduction of new staff members
 - Robert Adkins, Director of Purchasing
 - Usha Mathew, AVP Finance/University Controller

Pam Muscarello, Director Accounts Payable

- Vendor Management System – Payment Works Overview/Update

Usha Mathew, AVP Finance/Controller

- Digital Signatures update
 - Committee reviewed multiple software solutions and potential uses, all platforms reviewed offer similar workflow, protection, audit trail, and access control
 - Will issue a system-wide RFP in 2021 to find a digital signature software solution

Other key items from the group