

College/Division Administrator Meeting  
Room 302, Melcher Hall  
April 14, 2016, 9 AM to 11 AM

Agenda

Georgeann Smith, Division Administrator, Business Operations

- New Self-Service Report in FAMIS for Facility Work Orders
- FAMIS FAQs

Roland Bourque, Key Access Supervisor

- New Online Key Request and Approval Process

Ginger Walker, Emergency Management Specialist

- Business Continuity Plan Template Changes

Sandra Armstrong, Director, HR Operations

Brenda Dixon, Director, Payroll

- Introduction of Brenda Dixon
- ePerformance Update
- Taleo Update

Maya Thornton, Director, HUB Operations

- Texas Spot Bid Fair

Other items from the group