

**AGENDA**  
**Business Affairs Advisory Forum**  
**October 1, 2008**  
**2:00 – 4:30 p.m.**  
**Tate Center Theater**

**Opening Comments** ..... Arnett C. Mace, Jr.

**Budget Briefing (followed by Q&A)**..... Tim Burgess

**Controller’s Division**

P-Card Update..... Bob McGee  
HB 1113 Update ..... Bob McGee  
Food and Alcohol Policy ..... Bob McGee and Susan Manthey

**Equal Opportunity Office** ..... Steve Shi and Janyce Dawkins

Proper Procedures for Faculty Recruitment and Hiring  
Ombudsman and NDAH Program Update

**Refreshment Break – 10 minutes**

**Chief Information Officer** ..... Barbara White

Update on UGA Secure

**Human Resources** ..... Tom Gausvik

Open Enrollment, Oct. 6 – Nov. 7  
Health Care Plans  
New Voluntary Benefits  
403(b) Plan Changes and Compliance  
Background Check Update  
The Work Number (new process for employment verification)  
Cabinet Policy on Flextime Schedules  
Computer Literacy Training  
Institution-wide GED Programs  
YoungDawgs Program Update  
Leadership Development Programs

**BAAF Listserv** ..... Alan Katz

**Other Business: BAAF Website:** [www.busfin.uga.edu/baaf](http://www.busfin.uga.edu/baaf)

**Next Meeting – Tuesday, February 24, 2-4:30 p.m. Location TBD**