To address business process issues, and support the dialogue between campus business partners.

- **Welcome** – Suzanne Green, AVP, Financial Services

- **Resources Available to Business Partners**
  - Focus on.....Administrative & Business Affairs (handout)
  - On line at [http://www.csus.edu/admbus/avp.htm](http://www.csus.edu/admbus/avp.htm) (handout)

- **CMS Update - Presentation** – Jeanette Norton, CMS Project Director

- **Business Matters at Sac State (BMSS)**
  - Do you know where your budget is? – Stacy Hayano
  - It’s not too soon to think about June! – Justine Heartt, Kendal Chaney-Buttleman
  - Traveling on campus business – a Risk Manager’s perspective – Mike Christensen & Steve Somsen
    - Application for Vehicle Operation Authorization
    - University Driver Authorization Process
  - How to get reimbursements in a jiffy…moving, travel, and other costs – Susan Johnson
    - Use of Univ. Funds-Travel
    - Use of Univ. Funds Reimbursement

**Break – 10 minutes**

- **BMSS (cont’d)**
  - Audits-R-Us – Kathi McCoy
  - Your Money Matters! – Gina Feliciano
  - News from the AVP’s Office – Suzanne Green and Priscilla Llamas-McKaughan
    - BMSS Publications
    - Student Fee Advisory Committee
    - CSUS Trust Foundation

- **Open Microphone** – Time Certain 10:45 a.m.
  - Questions you want answered
  - Suggestions for Future Forum Topics
  - Areas of Interest

*Thank you for coming!*