



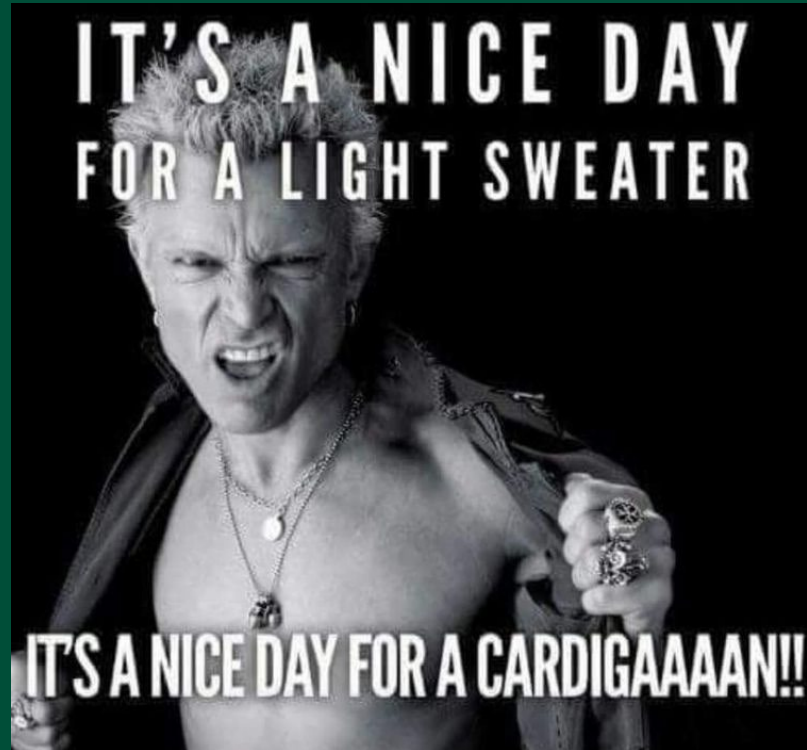
SACRAMENTO  
STATE

# Business Partners Round Table

Wednesday, October 25, 2023

*Redefine the Possible™*

# It's Fall!! Sorta.



# Comment 'Cards'

# August Comments

## The August table set-up made for difficulties in seeing the screen

The Union Events Team were very busy with back-to-school events and we were trying to alleviate some of their workload.

The bulk of their movers are students and are still a bit 'green'. As such, we are trying to meet the needs of our Business Partners (hey, that's you!) *and* their staffing.

We plan to keep the herringbone table set in the future **when at all possible**

# August Comments

Registration Dates: Should it be assumed that openings and deadlines are 8 am and 5 pm? Or are some openings at 12:01 am and 11:59 pm?

Registrar's Office Response:

Yes, one should assume an opening time of 12:01 a.m. and a closing time of 11:59 p.m.

The time is specified if it is other than those times

<https://www.csus.edu/student-life/records-transcripts/spotlight/spotlight-two.html>

# August Comments

## Training Opportunities:

- Astra - Space Management
- CMS Course Scheduling – Registrar's Office & Academic Affairs

# August Comments

ASTRA:

Space Management offers training - <https://www.csus.edu/administration-business-affairs/space-management/internal/astra-schedule.html>

CMS Course Scheduling:

Contact the Registrar's Office for training and questions - [regsystems@csus.edu](mailto:regsystems@csus.edu)

# Break Out Room Follow Up from April

Hybrid Work Environment Pros, Cons, and Workarounds

Document is available [HERE](#)



# Send Your Comments and Suggestions!

Financial Services: [finsvcs-avp@csus.edu](mailto:finsvcs-avp@csus.edu)

Or anonymously at:

[https://csus.co1.qualtrics.com/jfe/form/SV\\_5nKTgI2eT6kTWvQ](https://csus.co1.qualtrics.com/jfe/form/SV_5nKTgI2eT6kTWvQ)

# Send Your Comments and Suggestions!

## Financial Services

Division Of Administration & Business Affairs

Administration & Business Affairs > Financial Services > Business Partners Round Table

### Business Partners Round Table

#### About the Business Partners Round Table

Financial Services is committed to the delivery of the highest quality service in support of University goals. We know that the key to our success is partnering with campus service clients. Working with our University partners, we hope to make the business environment easy to navigate by clearly communicating requirements, simplifying procedures, learning about your needs, and working to design mutually satisfactory work processes.

One of the ways in which we are doing so is through the Business Partners Round Table and Business Matters at Sac State. Launched in the fall of 2005, Business Matters is a repository of the most up-to-date information to assist campus partners in their roles as public stewards. The website contains simple guidelines for conducting various business transactions with Sac State. The first Business Partners Round Table was also held in 2005 and continues to be a well-attended quarterly event for campus partners, where updates on topics ranging from audit and insurance to travel, budget and purchasing are shared.

Through the Business Partners Round Table, we hope to provide the most current information to help campus business partners succeed in their jobs.

Have a question or comment for BPR? [Submit your thoughts through our Qualtrics BPR Comment Card form.](#) Your submission can be anonymous or not - your choice!

[Click Here to get on the BPR list and have announcements delivered to your Inbox!](#)

Upcoming BPR Meeting Dates

#### Agendas & Presentations

##### February 10, 2022

RECORDING: February 2022  
Transcript

February 10, 2022 Agenda

Welcome & Announcements

Travel Updates

Accounting Services Updates

Printing Services & Processes

Sac State Waste Changes

Xerox Contract & Services

##### October 20, 2021

RECORDING: October 2021

& Audio Transcript



# Future BPRT Events

## SPRING 2024

Tuesday, February 20

Tuesday, April 9

## FALL 2024

Tuesday, August 13

Wednesday, October 30

## SPRING 2025

Tuesday, February 11

Tuesday, April 8

# Year-End Departmental Deadlines!

Available online! Posted to the BPRT Webpage. Get the PDF [here](#)

# New Staff





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## Contact Us

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