

Business Affairs Sub-Council

Place: **TBR Board Room**

Date: October 24, 2007

Time: **9:00 a.m.**

AGENDA

- 1. Business Continuity Management – Marsh Resources**
- 2. Federal Rules of Civil Procedure-Litigation Hold Guideline**
- 3. Report of Committees**
 - A. Report of the Finance Committee
 - B. Report of the Council of Buyers
 - C. Report of the Human Resource Officers Committee
 - D. Report of the Internal Audit Committee
- 4. Other**
 - A. Discussion of TBR Website
 - B. Discussion of Electronic Signature Guideline
 - C. Discussion of Banner/Sungard Issues
 - D. Other