

***BUSINESS AFFAIRS SUB-COUNCIL***

***AGENDA***

***October 19, 2011***

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

***TBR Board Room***

1. Report of the Finance Committee

The BASC will discuss the following topics from the Finance Committee meeting:

- Travel Policy
- Cell Phone Tax Change (Attachment A)
- Out-of-State Performance Scholarship
- Gas Receipts
- TTU Investigation
- Scholarship Policy (Attachment B)
- Findings and Weaknesses (Attachments C and D)

2. Report of the Council of Buyers

- Upcoming Trainings
- Reporting of Disabled Veterans
- Collaboration with the State and UT

3. Report of the Human Resource Officers Committee

The BASC will discuss the following topics from the Human Resource Officers Committee meeting:

- Return to Work Policy
- FLSA Audit Update

4. Report of the Internal Audit Committee

The BASC will discuss the following topics from the Internal Audit Committee meeting:

- Internal Audit Policy Revisions (Attachment E)
- Preventing and Reporting Fraud, Waste, or Abuse (FWA) Policy Revisions (Attachment F)

5. Edison Reports

The BASC will discuss concerns about the lack of capital projects reports.

6. Student Refund Processing – Heartland Payment Systems

The BASC will be given a presentation by Heartland Payment Systems.