Administrative Managers Advisory Council
March 17, 2016
218 South Building
2:00 – 3:00 P.M.

Follow-up Items:
• Manager Communication Suggestions

Best Practices

Process & Form Review
• Human Resources
  ✓ Special Request Form
    ▪ Request for exception to teaching credentials
  ✓ EHRA Non-Faculty & SHRA Position Authorization Form

• Finance
  ✓ “Did You Know” – Summer Salary
  ✓ “Did You Know” – Budget Transfers vs. Budget Journals
  ✓ “Did You know” – Student ePars

Discussion Topics:
• AMAC Committee Members
  ✓ Replacement for Social Sciences Division

Questions/Concerns/Suggestions

Next Meeting
Thursday, April 21, 2016
2:00 – 3:00 p.m.
Location TBD