

# CSCU | Students First

<b>Planning Team</b>	Fiscal Affairs – Contracts & Procurement Sub Team
<b>Meeting Date</b>	August 2, 2017
<b>Members Present in Person or via WebEx</b>	Sandra Bispham-Haywood, Director of Contracts, Procurement and Purchasing Rick Piotrowski, CSCU Manager of Contract Compliance and Procurement Services Mark Case, WCSU Director of Administrative Services (by WebEx) Sharon Kromas, CSCU Associate for Contract Compliance and Procurement Doug Ginsberg, CSCU Associate for Contract Compliance and Procurement Steve Gorman, CSCU IT Contracts & Compliance Officer

## Meeting Notes

- Review of July 25th meeting notes.
- In depth review of the PowerPoint presentation given by the General Accounting & Check writing team on August 1, 2017.
- In depth review of the PowerPoint presentation given by the Fiscal Affairs planning team on August 1, 2017.
- In depth review of the PowerPoint presentation given by the Purchasing team on August 1, 2017.
- In depth review of the group charge given to our team by Erika Steiner, CFO during the initial Student First – Fiscal Affairs meeting held on July 27, 2017.
- In depth review of the teams working documents to confirm the completion of the detailed charge given to us during the initial Student First – Fiscal Affairs meeting held on July 27, 2017.
- In depth conversation of the working documents that are to be incorporated into our Student First – Fiscal Affairs presentation to be held on August 7, 2017.
- Next meetings – Cancelled the August 10 & 16 meetings.