

Meeting Minutes

Meeting Title:	BG@100 Executive Steering Committee Meeting
Date:	November 28, 2005
Time:	11:00 AM ET
Location:	McFall Chart Room

Invitees/Attendees (* in attendance, # absent, + substitute, = by conference call)

Names			
*	Bruce Petryshak	*	Cindy Fuller
*	Linda Dobb	*	Bill Gerwin
*	Chris Dalton	*	Phyllis Short
*	Ron Lancaster	*	Ginny Pinkelman
*	Gaylyn Finn		
*	Ben Santelman		
*	Toby Singer		

Opening Statements

Bruce called the meeting to order at 11:10 AM.

Approval of Minutes

The minutes from the November 14th meeting were reviewed and can be published to the website pending changes.

Discussion Regarding Replacement of Bahram Hatefi on ESC

Bruce initiated discussion regarding a replacement for Bahram Hatefi on the ESC committee due to his recent resignation. **Chris** advised the Board of Trustees will review the JAQ and anticipates a replacement in 3-4 months. Susan Swinford also left the Auditors Office and accepted a new position in the Office of Residence Life. There is a possibility for an interim position or bringing someone in from the outside. Chris stated temporarily there will be no coverage in the Auditors Office.

Bill is comfortable with either possibility, but concerned someone from the outside may lack university knowledge.

Discussion continued regarding potential individuals with traditional accounting experience and those who will question current accounting practices.

Bill stated several meetings ago the group discussed converting AFIN to PeopleSoft and reviewing practices that will be brought forward and question what practices are best for the university.

Bill is concerned about moving forward without an auditing presence and the potential for delays in the project. Bill asked if there is a faculty member that has accounting and auditing experience. Discussion continued regarding potential on-campus individuals. **Linda** suggested speaking with the individuals mentioned and also inquire about potential recommendations.

Bill recommended if an interim is selected the individual remain on the ESC throughout finance since the potential for a permanent replacement is an estimated 3-4 months.

The group also discussed speaking with companies who are using PeopleSoft and potential recommendations for a consultant.

Bruce stated this is a dual role with accounting and auditing experience.

Bill will set up meetings with individuals discussed during the meeting.

Ron stated several meetings ago a request was made for models that are installed and pending.

Bill will include this document in the next ESC meeting.

Bruce adjourned the meeting at 11:40 AM.

Next Meeting Date:	January 9, 2006
Next Meeting Location:	McFall Chart Room
Chair:	Bruce Petryshak
Scribe:	Ginny Pinkelman