

**Administrative Meeting**  
**Tuesday, April 29, 2014**  
**3:30 p.m. in EPIC 1332**

AGENDA

1. Welcome and Introductions
2. Event Planning and coordinating on campus – Bev Guessford and Karen Ford
3. Student Temporary Hiring – Lee Ann Parker
4. New Travel Authorization Form – Lauren Beastall
5. Updates
6. Discussion

March 25, 2014 Meeting Agenda, Sign In Sheet, presentations and handouts can be found at this link -<https://engr.uncc.edu/faculty-and-staff/administrative-resources/administrative-meetings>