Talk Story – November 8, 2007 Highlights

1) Relocation Policy
   • Marie to check with Duff Zwald (OPRPM) on blanket SuperQUOTE exception for issuance of PO for shipping
   • Marie and Ann to redraft policy and move forward with vetting process

2) Centralized Vacation and Sick Leave Pool
   • Marie to discuss with Kevin Hanaoka (ORS)
   • Marie to arrange for tracking worksheet to be published if not already on-line on ORS website

3) Fiscal Officer Workshops (Kat and Marsha)
   • Establish “bulletin board” where questions can be published for others to answer
   • Use Talk-Story forum to cover topics
     - January 2008: Processing travel for 9-month and 11-month employees and how duty period is affected
     - Defining duty period

4) Student On-line Time Sheets (Kat)
   • Approvals must be processed by established deadlines or student does not get paid
   • Business Office has overriding authority to approve
   • SECE website allows for e-mail alerts to be blocked or unblocked to alternate approvers

5) Next Talk Story Session – December 13, 2007
   • Holiday potluck