



MEETING AGENDA

Meeting Title: FAS Administrators' Town Hall

Date/Time: January 20, 2022 / 1:00 – 3:00

Location: Zoom

Intended Audience: Department and Financial Administrators

TOPIC	PRESENTER
Welcome	Scott Jordan
HUIT	Klara Jelinkova (1:10 – 1:30)
COVID Update	Dr. Giang Nguyen (1:30 – 2:00)
Opening Comments & Financial Updates	Scott Jordan, Jay Herlihy
OPRP <ul style="list-style-type: none">• Campus reopening• Mask update	Zak Gingo
HR <ul style="list-style-type: none">• Vaccine and Booster Compliance requirements	Kathy Santoro
Administrative Operations <ul style="list-style-type: none">• Technology Support for Hybrid work• Crimson Fax• Bambora (Concur 3rd party payment provider)	Mary Ann Bradley, Bill DeSimone, Jennifer Theodos, Lynda Caines
Closing Remarks	Scott Jordan

- Materials online post-meeting at: <https://adminops.fas.harvard.edu/ath-meeting-materials>
- <https://adminfindcan.fas.harvard.edu/ath-meeting>