Meeting Title: FAS Administrators’ Town Hall

Date/Time: May 21, 2020 / 2:00 – 4:00 p.m.

Location: Zoom

Purpose: Admin & Financial impacts from Coronavirus/Covid-19

Intended Audience: Department and Financial Administrators

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>PRESENTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welcome</td>
<td>Leslie Kirwan</td>
</tr>
<tr>
<td>FAS Planning COVID Workgroups</td>
<td>Michael Burke</td>
</tr>
<tr>
<td>Financial Update</td>
<td>Leslie Kirwan, Jay Herlihy</td>
</tr>
<tr>
<td>Human Resources</td>
<td>Chris Ciotti</td>
</tr>
<tr>
<td>Research Administration</td>
<td>Pat Fitzgerald</td>
</tr>
<tr>
<td>Facilities</td>
<td>Zak Gingo</td>
</tr>
<tr>
<td>Administrative Operations</td>
<td>Mary Ann Bradley</td>
</tr>
<tr>
<td>Closing Remarks</td>
<td>Leslie Kirwan</td>
</tr>
</tbody>
</table>

- Materials online post-meeting at: [https://adminops.fas.harvard.edu/ath-meeting-materials](https://adminops.fas.harvard.edu/ath-meeting-materials)
- [https://adminfindean.fas.harvard.edu/ath-meeting](https://adminfindean.fas.harvard.edu/ath-meeting)