Agenda **BSC Finance Customer Forum** **Travel & Expense** **Credit Card Administration**	**Date:** Tuesday, January 19, 2016 **Time:** 9:00am - 11:00am **Location:** Building 5 room G8

Items	**Facilitator**
Welcome and Introductions	Jennifer Stafford
Service Line Updates • **Travel & Expense** - Mileage Reimbursement Change - Auto-Rejected reports with incorrect mileage rates - Fiscal Year End - SFS Winter Update - Training • **Credit Card Administration** - Remaining Chip & Pin - Inactivated Cards - Hilton Security Breach	 Erin Cirilli Carolyn Benoit
Call for Agenda Items for Next Customer Forum - The next Customer Forum is 2/16/16 - Agenda items are due 2/10/16	
Questions and Answers	