

16th Annual Business Practices Seminar
The Inn at Virginia Tech and Skelton Conference Center
May 21, 2019

8:00 a.m. – 8:40 a.m. **Registration and Refreshments**

8:40 a.m. – 8:45 a.m. **Welcome and Opening Comments** – Latham Ballroom BC

8:45 a.m. – 10:00 a.m. **Morning General Session** – Latham Ballroom BC

Dr. Menah Pratt-Clarke
Vice Provost for Inclusion and Diversity and Vice President for Strategic Affairs

10:00 a.m. – 10:20 a.m. **Refreshment Break**

10:20 a.m. – 11:30 a.m. **Breakout Sessions I**

11:30 a.m. – 12:45 p.m. **Lunch** – Latham Ballroom BC

12:45 p.m. – 1:55 p.m. **Breakout Sessions II**

1:55 p.m. – 2:05 p.m. **Refreshment Break**

2:05 p.m. – 3:15 p.m. **Breakout Sessions III**

3:15 p.m. – 3:25 p.m. **Refreshment Break**

3:25 p.m. – 4:40 p.m. **Afternoon General Session** – Latham Ballroom BC

M. Dwight Shelton Jr.
Vice President for Finance and Chief Financial Officer

4:40 p.m. – 4:45 p.m. **Closing Comments** – Latham Ballroom BC

Breakout Session Descriptions

What Does HR Transformation Mean for You? - Smithfield

Bryan Garey, Vice President for Human Resources

With many changes happening in Human Resources at Virginia Tech, what does this actually mean for most faculty and staff? Join new VP, Bryan Garey, and his colleagues to answer the following questions:

- What's a Division Director?
- How can I PageUp?
- What does the Service Center do?
- Do I still need to fill out all of these forms?

In this short session, you will leave with a broader understanding of HR in general, and know how this growing and improving organization can make a difference for you as a university faculty or staff member. Plus, it will be fun...really!

Supplier Opportunity Champions - Ellett Valley

Daysha Holmes, Senior Contract Specialist

This topic aims to propose the what, why, and how of utilizing Supplier Opportunity Champions to increase growth and visibility of small, diverse, and local suppliers, as well as developing a culture that is inclusive of all available avenues that drive value for the campus community.

WHAT IS A SUPPLIER OPPORTUNITY CHAMPION?

Champions are emerging as a powerful tool in advocating on the behalf of specific organizational objectives. Virginia Tech's Supplier Opportunity Champions are representatives within designated departments that will help to explore contracting opportunities for small, diverse, and local suppliers and support the utilization of such contracts if awarded.

The Integration of Audit, Risk, and Compliance - Cascades

Sharon Kurek, Executive Director of Audit, Risk, and Compliance
Brian Daniels, Director of Internal Audit

In 2017, the BOV restructured its governance committees, including the creation of the Compliance, Audit, and Risk Committee, to ensure that they have the opportunity to gain insight into each of these activities. While Virginia Tech has had long-standing audit, risk management, and compliance functions, we have formalized and repackaged our activities to show the integration of audit, risk, and compliance. During times of growth and increased complexity across the higher education landscape, and at Virginia Tech specifically, the visibility of these roles has increased significantly. This session will discuss the convergence of the internal audit, enterprise risk management, and institutional compliance programs and the ways in which these programs will impact and intersect with the distributed campus community.

Managing Implicit Bias in Work Processes - Drillfield

Michele Deramo, Director of Diversity Education and Initiatives

Implicit biases are attitudes or stereotypes that affect our perceptions, reactions, and decisions in an unconscious or involuntary manner. Our implicit biases do not necessarily align with our declared beliefs—but they do have real-world effects on behavior, including the way we make decisions in our work. Fortunately, implicit biases can be unlearned and managed. This session explores how we can reduce and manage the impact of implicit biases in our work-related decision processes.

Chrome River: An Introduction to the University's New Travel and Expense System - Duck Pond

Stacy King, Associate Controller for Accounting Operations
Brandon Webb, Accounts Payable Manager

Virginia Tech will begin rolling out the new Chrome River Travel Expense System in July 2019. Chrome River will take the place of the current Banner TEM system and provide functionality for Virginia Tech to automate the P-Card approval and reconciliation processes. The Controller's Office will begin the rollout of the new travel system with a pilot group of departments in early July 2019 and then add additional groupings of senior management areas at the beginning of August, September, and October. The P-Card automation will occur after all department have been converted to Chrome River. This presentation will outline the process of implementing the Chrome River system and a demo will be provided.