



2024 HEIBO CONFERENCE
TENTATIVE SCHEDULE
Monday, October 14th
Pre-Conference Events

1:00 PM

Steering Committee Meeting

Steering Committee Only

Salt Lake Marriott Downtown at City Creek (Conference Hotel)

7:00 PM

Optional “No-Host” Happy Hour

All HEIBO Members and Their Guests Welcome

Salt Lake Marriott Downtown at City Creek (Conference Hotel)



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TENTATIVE SCHEDULE

Tuesday, October 15



8:00 AM	Breakfast & Conference Check-in
9:00 AM	Welcome & Introductions
9:15 AM	Opening Plenary Session: The University of Utah Expert Panel
10:45 AM	Break
11:00 AM	Breakout Sessions: <ul style="list-style-type: none">Developing New Policies and Procedures in Global OfficesNew Member OrientationIntro to International HR
12:00 PM	Lunch
1:00 PM	World Café Method Networking & HEIBO Strategic Planning Activity
1:45 PM	On Field Group Photo
2:15 PM	Breakout Sessions: <ul style="list-style-type: none">Strategic Planning for Global OfficesFaculty-Led Program Fees & BudgetsProfessional Employment Org (PEO) & Employer of Record (EOR)
3:15 PM	Break
3:30 PM	Breakout Sessions: <ul style="list-style-type: none">Roundtable: Industry TrendsRoundtable: Best Practices for Financial Support of Refugee StudentsPEO & EOR Discussion Continued
4:30 PM	Day 1 Wrap-Up
4:45 PM	Return/Check-in to Hotel & Travel to Dinner
6:00 PM	Dinner, Trivia, & Networking

Rodizio Grill - 600 South 700 East (2nd Floor), Salt Lake City, UT 84102



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TENTATIVE SCHEDULE

Wednesday, October 16

8:00 AM	Breakfast
9:00 AM	Day 2 Kickoff
9:15 AM	Presentation: AI and Finance - Data Driven Decision Making
10:30AM	Networking Break
11:00 AM	Breakout Sessions: Determining and Managing Reserve Balances Streamline with Smartsheet Balancing Past Practice and New Compliance Concerns with International Employment
12:00 PM	Lunch
1:00 PM	Presentation: Driving Your Career
2:00 PM	Break
2:15 PM	Breakout Sessions: Evaluating Risk Management Hosting a HEIBO Conference Impacts of International Visa Renewal
3:15 PM	Break
3:30 PM	HEIBO Annual Meeting & Conference Wrap-up Committee Updates & Opportunities 2025 Conference
4:00 PM	Campus Tour
5:00 PM	Optional No-Host Happy Hour, Dinner, & Activities

