

# CSCU | Students First

<b>Planning Team</b>	Fiscal Affairs – Contracts & Procurement Sub Team
<b>Meeting Date</b>	June 20, 2017
<b>Members Present in Person or via WebEx</b>	Sandra Bispham-Haywood, Director of Contracts, Procurement and Purchasing Carrie Benyei, CCC Associate Fiscal Administrative Officer Mark Case, WCSU Director of Administrative Services (by telephone) Doug Ginsberg, CSCU Associate for Contract Compliance and Procurement Steve Gorman, CSCU IT Contracts & Compliance Officer Sharon Kromas, CSCU Associate for Contract Compliance and Procurement Rick Piotrowski, CSCU Manager of Contract Compliance and Procurement Services

## Meeting Notes

- Review and discussion of the data collected from the Colleges and Universities for the number of contracts and strategic sourcing per institution and by contract type.
- Review and discussion of organizational structures as modified after last week’s meeting using the data compiled.
- Discussion of previous Jaggaer demonstration of e-procurement, Account Payable, Reporting & Analytics, and Spend Analytics held on June 16, 2017.
- Discussion of upcoming Jaggaer e-procurement demonstration of the Contacts Manager and Sourcing Director modules on June 22, 2017. Future demonstrations of Total Supplier Manger and Spend Radar modules may be requested.
- Next meeting – June 27<sup>th</sup> to discuss possible job descriptions.