

CSCU | Students First

Planning Team	Fiscal Affairs – Purchasing Team
Meeting Date	Wednesday - August 23, 2017
Members Present	Brodeur, Tom - CCSU Purchasing Manager Casamento, Charlene - CCSU Chief Financial Officer Claffey, George - COSC Chief Information Officer Kelly, Jim - TRCC Fiscal Administrative Officer Orlomoski, Robin - NWCC Fiscal Administrative Officer Shea-Luzik, Cynthia - SCSU Manager – Procurement Services

Meeting Notes

- 1. Finalized packages to be transmitted to each EProcurement Vendor**
 - a. Finalized technical Questions**
 - b. Due Diligence Vendor Questions**
 - c. References**
- 2. George provided an update related to a Gartner Request specific to our needs**
- 3. Finalized Reference Check Questions**
- 4. Reviewed the proposals/organization charts from the Accounts Payable and Contracting Team – with a specific eye towards defining procurement scope**
- 5. Discussed UConn Health Demonstration**
- 6. Agreed to solicit information from the CSUs to augment the PCARD/Purchasing information collected by Chris Forester**
- 7. Vendor File – Jim will have this ready for the 8/30/17 meeting**
- 8. Reviewed status of ROI Data Collection**