Faculty Senate Overview 4/11/12

Mary Cranfill—Executive Director, Procurement Services

***Definition*: e-Procurement is a fully automated, online system to streamline the procurement and invoice process, by standardizing and reducing manual activity**

	WFU Before Deacon Depot	WFU With Deacon Depot
Source		
Strategic sourcing	Very limited	✓
Contract management	Very limited	✓
Supplier management	Very limited	✓
Enable		
Online catalogs		✓
Comparison pricing		✓
Shared services		✓
Procure		
Online requisitions		✓
Automated notifications		✓
Standardized electronic approvals (before purchase)		✓
Electronic order submission		✓
Spend visibility		✓
Settle		
Desktop receiving		✓
Electronic invoicing		✓

Powerful, on-demand shopping platform

User-friendly and similar to most online retail sites

"One-stop shopping" environment for all procurement needs

Search-compare-select functionality, allowing for quick requisitioning to save time

Shop whenever and wherever—not limited to business hours or campus

Easier to find preferred suppliers within a number of categories including:

Contracts and Discounts

Diverse, Local

Sustainable products

Good Customer Service

University Benefits:
- Best Value
- Customer-friendly
- Strategic Sourcing
- Approvals prior to purchase
- Increased efficiency
- Contract management
- Visibility of spend & encumbrances
- Faster PO – Invoice process
- Less manual activity

SciQuest attributes

One of the leaders in the higher education/health care/life sciences/public sector e-Procurement space with an excellent reputation among our peers (Notre Dame, Virginia Tech, Stanford, NYU, Virginia, UNC system, Duke, and Emory)
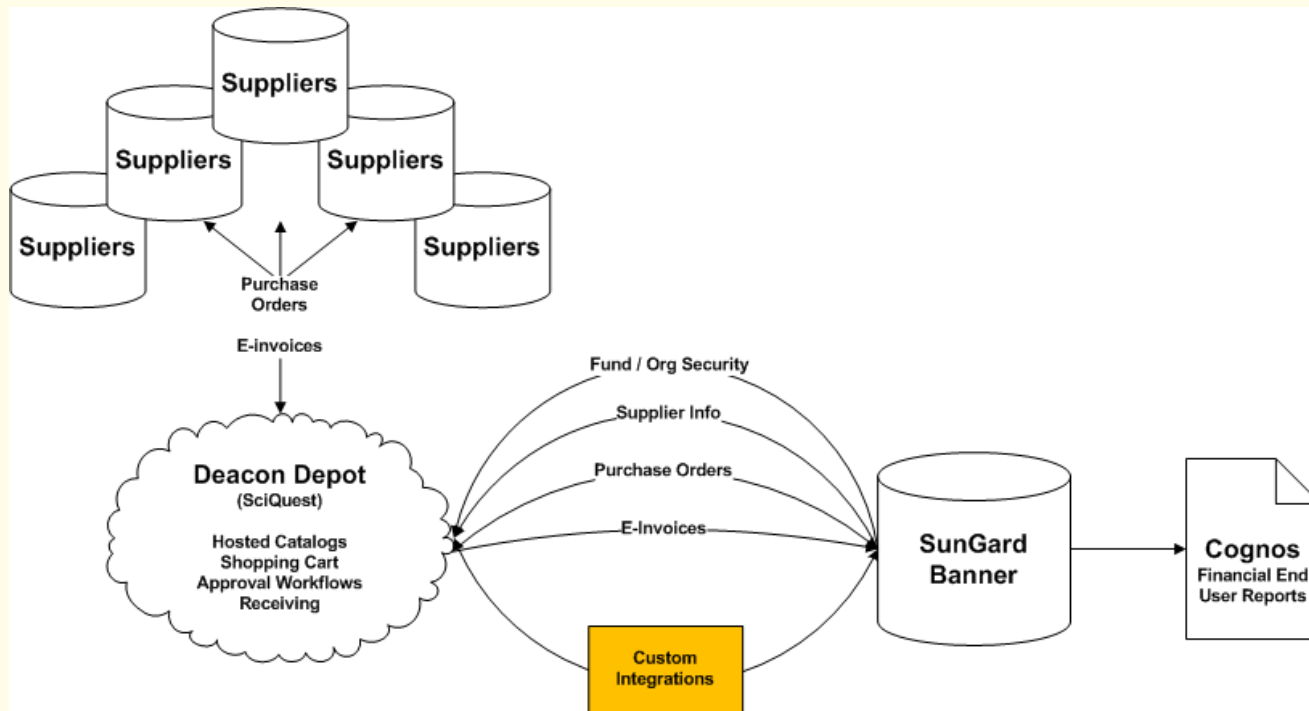
A partner with SunGard Higher Education with its integration with Banner

Has a broad scope of suppliers delivered with the system

North Carolina company (Cary)

The application, as it is designed, will help build best practices throughout the University's procurement process

- The basic building block for Deacon Depot is a catalog based approach
  - Provides WFU-contracted price catalogs
  - Customer friendly search with ability to filter and save favorites

- Current catalogs:
  - 13 hosted catalog or punch-out suppliers (eg. Fisher Scientific, VWR, Office Depot)
  - Science catalog (381 supplier catalogs with list-only pricing)

- As future supplier agreements are negotiated, we will continually expand the reach of catalog supported procurement

- Non-catalog purchases are also purchased through Deacon Depot and can be saved as favorites

- Integrations Include:
  - FOAPALs (budget codes), Receipts, Electronic Invoices
  - Data available through standard financial reports
- Greatly Reduces Manual Effort Needed To Procure and Pay
  - Automated approvals based on department structures – including smart phone access
  - Invoices go straight to AP for payment

- Advancement
- Athletics
- Biology
- Chemistry
- Facilities & Campus Services
- Finance Systems
- Financial & Accounting Services
- Graylyn Conference Center
- Information Systems
- Internal Audit
- Office of Research & Sponsored Programs
- Physics
- Provost's Office
- Procurement Services
- Reynolda House
- School of Law
- Schools of Business
- Student Life / Residence Life & Housing
- Undergraduate Dean's Office

| April-Aug 2011 | Sept 2011 | Oct 2011-Mar 2013 | Apr 2013-ongoing |

SciQuest Implementation Project

- Integration with Banner
- Customer focus groups
- Business process mapping
- Campus communications

Phase I Go-live

- Biology
- Schools of Business
  - ➢ Administration
  - ➢ IT
  - ➢ Facilities
- Athletics
  - ➢ Turf
  - ➢ Facilities
  - ➢ IT
- Information Systems
- Divinity

Phased Roll-Out

- Business process mapping
- Timed departmental go-lives
- Continued campus communications
- Development of metrics
- Report development
- Project for EAM-SciQuest interface

Full Deployment

- Used by all campus departments
- Metric reporting
- Explore strategic partnerships with other universities and WFU entities

- Full deployment goal: 75% of addressable spend going through Deacon Depot

- Multiple formats meet the needs of all types of adult learners (visual, auditory, hands-on)

- Training events
  - Live, instructor led learning sessions
  - Learning session available on-line

- Training materials
  - Comprehensive user guides based on system role
  - Job aids for live learning sessions
  - Step-by-step quick guides with screen shots for performing specific tasks
  - Interactive e-learning "snippets" for performing specific tasks

Are you ready to go?

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