

Source2Pay Project

Process – System Security Authority/
Charge Card On-boarding
Current State
Focus Group Meeting
January 2018

Agenda

- Welcome/Introductions
- Source-to-Pay Project Overview
- Project's Process Details
- Process Current State
- Current State Identify Issues
- Next in the project's process
- Questions

Welcome!

- Introductions
 - Name
 - Department
 - Current Job
 - Goal for being participating on a Focus Group

Source2Pay Project

Our current source-to-pay procedures at the University has significant opportunities for improvement and impact every department within the University system.

Project Purpose/Goal

- Identify process improvements throughout source to pay process
- Develop RFP
- Ultimate goal is to minimize, improve & standardize IT platforms

Project Process

Capture Current State

- Map process
- Current state document
- Present to Universities in focus group setting
- Present feedback to the team
- Finalize current state
- Present to Director Council

Project Process

Create Future State

- Map process
- Identify Issues
- Brainstorm recommendations
- Present to Universities in focus group setting
- Present feedback to the team
- Finalize proposed solutions
- Present to Director Council

Process – System Security/Authority and Charge Card On-boarding

Purpose of the process

The process ‘System Security/Authority and Charge Card On-boarding’ exist to:

‘Provide access to applications supported by Purchasing and Procurement Services, and provide a charge card for small purchases, which allow authorized employees the tools to perform their job duties’

Process – System Security/Authority and Charge Card On-boarding

Process Boundaries

Begins:

When a need has been identified to access a Purchasing or Procurement Services' application(s), or a need for a charge card has been identified

Ends:

When the request has been granted or the request has been denied with a reason provided.

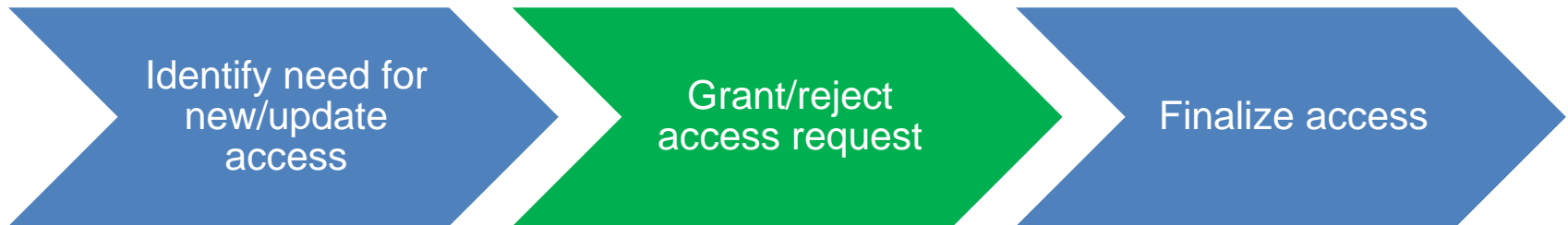
Process – System Security/Authority and Charge Card On-boarding



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Process – System Security/Authority and Charge Card On-boarding



What do you do to Process – System Security/Authority and Charge Card On-boarding

Issues with the current process?

Next Steps

- Present feedback to Project's process Team
- Finalize current state
- Begin future state
- Present future state to each University

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Thank you!