Supply Chain Project

Financial Area Representatives Meeting
May 26, 2020
Sheri Hardison, Associate VP Financial Affairs & Controller
Today’s Topics

What is the Supply Chain?
Project Goal
Project Team
Project Timeline
Project Tasks
What is the Supply Chain?

[Diagram showing the process of supply chain management:
1. Departmental Buying Needs
2. Goods & Services Purchasing
3. Contract Review
4. Goods Receiving
5. Payment for Goods & Services
6. Asset Tracking
7. Proper Asset Disposal]
Project Goal

The Supply Chain Project seeks to maximize university resources through strategic sourcing and streamlining business processes.
Project Team

Process Owners
• Sheri Hardison, Chair – AVP Financial Affairs & Controller
• Diana Ollervidez, Asst. VP Business Services
• Lane Brinson, Director of Purchasing
• Robert Dickens, Director of Business Contracts
• Frank Salinas, Manager of Distribution Services
• Nora Compean, Director of Disbursements & Travel Services
• Blanca Garcia, Director Financial Services

Stakeholders
• Rubina Saya - COB
• Marivel Guerrero - COE Service Center
• Vanessa Kenon - UTS
• Michael Bazemore - Athletics
• Belinda Dovalina – Facilities
• Vacancy for auxiliary rep

Other
• Mary Hernandez, Asst. VP for Business Affairs Administration and Operations
• Lilian Man, Senior Policy Analyst (process mapping)
Project Direction

- Process
  - Streamlining

Other Tasks:
- Strategic Sourcing
- Accountability
- Communication
Project Timeline

- **July 2019**: Project kickoff
- **September 2019**: Goals established
- **October 2019**: First process selected for streamlining
- **February 2020**: Phase 1 tasks to be completed
- **TBD**: Phase 2 tasks to be completed
- **TBD**: Phase 3 tasks to be completed
Project Tasks – *Across Full Supply Chain*

- Simplify processes and reduce paper
- Customer service agreements and training plan
- Create tools to assist front office
- Document metrics to measure and report for each office
- Begin strategic sourcing for common commodities
Project Tasks – Across Full Supply Chain

• Develop tools to track and reduce inefficiencies caused by front office processing errors

• Compliance risk assessment and risk tolerance

• Implement outreach strategy that reaches all departments on rotating basis

• Training analysis
Short-Term Project Tasks

• Process streamlining – Receiving Process
  • Reduce match exceptions that hold up payments
  • Reduce inefficiencies caused by incorrect delivery addresses

• Inventory remaining paper processes

• Develop tools to help front offices:
  • Understand transaction workflow
  • See transaction status
Short-Term Project Tasks

• Identify FAQ and educate all supply chain departments on those answers

• Document metrics and alignment with KPIs

• Develop outreach strategy

• Investigate strategic procurement sourcing options
Thank you!

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