

## Organizational Excellence Leadership Council Meeting Summary Thursday, April 24, 2014

**Attendees** Council: Chair, Bob Pianta; Virginia Evans, Thomas Gorski, Hossein Haj-Hariri, Rich Kovatch, Jim Matteo, Christina Morell, Rick Myers, Tamara Sole and; Ex Officio: Milton Adams, Nancy Rivers, Sarah Collie, Lee Baszczewski, Mary Brackett  
**Absent:** Council: Erika James, Chris Holstege, David Leblang (sabbatical), Liz Lyons

### I. **Debrief of 4/17 OELC Meeting by Initiative**

#### Procurement: Strategic Sourcing of Office Supplies

Strategic sourcing of office supplies has a projected savings of 19%. With the addition of a signing bonus, there is a projected savings of \$1M for the first year of contract. OELC discussed the implementation and then endorsed the initiative with a recommendation that OE partners with Procurement regarding communication and change management.

#### Procurement: Travel and Expense

Travel and Expense are two separate processes. Travel includes planning travel and making reservations. Expense includes settling the travel expenses. Two separate technology tools are being reviewed for travel and expense. There is a potential for significant savings in time and effort, as well as improved pricing with strategic sourcing of booking services. OELC discussed and then endorsed the initiative with OE staff leading the mapping of travel and expense processes and redesign to ensure an “end-to-end” review.

#### Human Resources: HR Service Delivery

One of the key objectives of the new service model “One HR” is to refine the role of HR professionals as it applies to HR processes for staff. OELC endorsed a mid-term check-in with the HR service delivery initiative for clarification of communication, impact, outcome, and timeline.

#### Research Administration: Research UVA

A key objective of the initiative is to make the process easier, faster, and more effective for faculty. OELC agreed that this is a high-impact initiative that should be expedited if possible. OELC recommended additions to the scope of the initiative and requested that the OSP/ITS explore whether the timeline can be expedited.

Center for Leadership Excellence and Financial Managerial Reporting were not discussed

### II. **Other Initiatives (Function Specific and Cross-Functional)**

The current initiatives being reviewed for the OE portfolio are targeting one function area such as HR, Finance, Procurement, or Research Administration. There are also critical pan-institutional themes emerging from the benchmark recommendations. The OELC identified the following areas for further exploration: Transactional Activity, Staff Specialization, Data Quality, and Internal Communications.