Commentary: The More Things Change
By Neil Markee, Editor in Chief-Purchasing Link

“For as long as I can remember, campus purchasing-officers have been talking about doing more with less by refining the procurement process to reduce process costs and cut acquisition costs...”

Read Article

Student Perspective: The Seemingly Inevitable Fate
By Lois Sarfo-Mensah, University of Maryland-Baltimore

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“...and managing business-process change has been moved up the priority list of assigned responsibilities.Â In that regard, some say transformation, not renovation, is what we need.Â Maybe so, but “transformation”, like “unique” and “innovation” are big words that describe events that by definition do not happen very often.Â Transformation on campus can be tough to sell.Â If what I read in the Chronicle of Higher Education is reflective of what is going on within higher education, chief business officers, provosts, presidents and governing boards are learning just how tough it is to make any significant changes in how educational services are envisioned, planned, financed and delivered.Â Change in how purchasing contributes to the overall success of institutions is underway everywhere.Â Strategic is the word.Â And managing business-process change has been moved up the priority list of assigned responsibilities.Â In that regard, some say transformation, not renovation, is what we need.Â Maybe so, but “transformation”, like “unique” and “innovation” are big words that describe events that by definition do not happen very often.Â Transformation on campus can be tough to sell.Â If what I read in the Chronicle of Higher Education is reflective of what is going on within higher education, chief business officers, provosts, presidents and governing boards are learning just how tough it is to make any significant changes in how educational services are envisioned, planned, financed and delivered.Â Last month, we spotlighted two institutions, one east and one west, where transformation in purchasing and probably other business services areas is underway.Â We can learn a lot from those sharing pioneers.Â Most of the bleeding occurs at the cutting edge.Â But for the moment, let’s think about the maybe non-transformational change we see all around us.Â Big Ticket AttentionÂ Computerization has enabled purchasing professionals to affordably know the details of their institution’s spend.Â That has provided procurement managers with the ability to identify opportunities and to intervene in certain low-dollar acquisitions in ways that would not have been cost-effective just a few years ago.Â Low-value acquisitions account for a huge percentage of the total number of transactions and contribute substantially to overall buyer/seller process cost every step along the way throughout the transaction and add up to significant dollars.Â
I noted at the 2012 NAEP Annual Meeting that when purchasing professionals got together to talk shop, they have access to the details of many transactions and are prepared to take advantage of what they recognize as potential strategic opportunities and synergistic relationships within reach. Computerization has facilitated the identification of opportunities for savings that justify focusing a “big ticket” level of professional attention on selected low value acquisitions.

Process Cost
There has been increased attention to the cost/benefit ratios associated with routine process on campus. Questioning the value derived from this or that requirement and understanding how much it really cost has allowed purchasing professionals to identify the most effective ways to reduce process costs. Some institutions have aggressively sought ways to eliminate process requirements that needlessly drive up passed-along costs for suppliers and have found ways to share in the supplier’s savings. Process incurs costs on both sides of the transaction and buyers pay for all of it.

Software
The resources available in a well-stocked purchasing toolbox are increasingly tied to software of one sort or another. Software exists to help accomplish just about any task even remotely associated with purchasing in support of higher education and seems to be part of every solution and, inevitably, every problem.

We have become dependent, maybe even addicted, to the assistance offered but nobody is in love with their software providers. Commonly heard complaints about the intransigence of major software providers suggest that the companies involved understand, cultivate and take advantage of the existing dependent relationships. NAEP Members would welcome knowing what, if any, viable alternatives there are. Perhaps we’d find that we have more options than we thought if we shared lists of software found to be viable solutions. I wonder if anyone offers transitional software to ease withdrawal symptoms anticipated or associated with shifting from one provider to another.

Pcards/Reverse Auctions
Some of you probably recall in the pre-Pcard era a few years ago when a number of campus business leaders and state officials dug in their heels and said never, we are not going to turn end-users loose with a working institutional credit card. Well, Pcards in one form or another are all but ubiquitous now and have proven to be a viable way to handle a large percentage of low-value procurements on many campuses. Raising Pcard limits and expanding their application is routine.

At the other end of the procurement spectrum, reverse auctions have become a way for many to process certain high-value acquisitions. For those of us who had not previously been involved in a reverse auction, the live demo at the 2012 NAEP Annual Meeting was instructive. As noted in my review of the NAEP Annual Meeting, the E&I Cooperative has joined with a reverse auction service provider to find ways to aggregate the modest needs of several institutions to justify using a reverse-auction approach.

Ease of Doing Business
End-users probably view transaction convenience and speed as the dominant indicators of process quality. For them, getting the absolute best price while crossing all the “T”s, and dotting all the “I”s to make the auditors happy is OK, so long as it does not add to the time or bother between requisition and delivery.

Years ago, we posted an article about Grainger. Sitting down with them at an Annual Meeting, as I recall, they conceded that they did not always offer the lowest price on every item (cataloged prices are easy targets) but they were convinced that, overall, they were the least expensive supplier because they were the easiest to do business with. Ease of doing business cuts process costs for both customer and supplier and adds end-user satisfaction.

Another way mentioned to speed the process is to avoid duplication of effort by building into contracts the right to reuse them and/or to allow other institutions to use them. Along the way, I heard somebody refer to PDO (“Place the Damn Order”). When it comes to finding ways to improve end-user satisfaction, response time and convenience are the keys.

Selling Change
As noted above, introducing significant change in any area on campus can be a challenge.

Product and process-cost reduction are not always the number one concern of all end-users all the time. Understandably, how well Purchasing facilitates the pursuit of their academic or research goals is higher on the priority list for end-users, in many cases. Change in business-process areas can be a difficult sale on campus. To earn their support, members agree that academics and other clients must be helped to understand how the change envisioned supports their endeavors. Few academics understand our jargon but well-presented, credible, specifically targeted data can illustrate savings and help sell change. In effect, that means making sure every end-user understands and has bought into how the change in business process envisioned will benefit their program. As ever, one size will not fit all. Nothing much has changed there.

Compliance is an important cost-control issue for business leaders and voluntary compliance is the Holy Grail. Compliance is probably a good measure of how well end-users have bought into the business-process system. More than once I have heard that the best way to address compliance issues is to make the best way the easiest way. The most effective way to bring about change in business-process areas on campus may be to package the desired or needed change such that it is seen by...
The pragmatic outlook on this situation is what my high school teachers and guidance counselors age-specific population in the past decade. Under the age of twenty-five are, in fact, unemployed—a diploma. You can imagine my shock when I continued to read that more roughly 1.5 million graduates found that most college graduates are represented in jobs that don't require more than a high school education. In a study for the Associated Press on the issue of unemployment and college graduates, research start to kick in, adding to the present stresses and baggage they must manage. The daunting fact for those who used education loans to fund college is that they have only six months of deferment before loan payments graduate to alleviate the stress of using multiple search engines. The daunting fact for those who used education loans to fund college is that they have only six months of deferment before loan payments start to kick in, adding to the present stresses and baggage they must manage.

Communications Matter

Years ago, Columbia's late Henry K. (Hank) Nelson (NAEB 1964 President) sent a well-seasoned, personable, senior buyer out on campus to call on end-user departments several days a week and to act as Nelson's ambassador. Hank understood that his ability to deliver quality services was dependent on anticipating needs and responding rapidly. He didn't want to learn for the first time about a major new project that was planned by reading the campus newspaper. Being able to point out that everything faculty and others need to know about purchasing is available on our website and expeditiously processing requisitions that flow in just isn't good enough any more. Recently, I have heard of at least one other institution adopting an approach similar to Nelson's.

Measuring Performance

The debate has changed. The informal (and maybe immeasurable) ongoing consensus opinion (reputation) of the value of purchasing among clients or customers probably remains the key measure of performance. Obviously, savings, however imperfectly determined, are an integral part of measuring purchasing performance. Savings reports have long been a subject of debate. Traditionally, the money involved was almost certainly later spent by the end-user department and some higher-level business leaders have argued that if the savings are not returned for reallocation within the institution, they are not really savings. These are genuine savings and institutions have benefited from them. For many, "revenue generation" has altered how purchasing performance is discussed. Basically, this concept involves making process changes to reduce supplier costs and harvesting some of those savings. The subsequent disposition of the "revenue generated" has become the subject of an ongoing exchange among campus business-leaders, suppliers and maybe end-user academics as well. Believers refer to these savings as earned revenue and some are realized in the form of cash from suppliers. They argue that the funds, or a portion of them, could be made available for reallocation. Others see this as just a restatement of what purchasing has always done. They point out that the money that Purchasing's involvement has saved has always been returned immediately to the department involved in the form of lower prices. Reallocation is, no doubt, an attractive option from the administration looking for new funding and some of the money has been invested in more efficient business-process. But end-users are likely to see the reallocation as simply a budget reduction. It's hard to argue with the credibility of a check in the mail from a supplier as the result of an action taken by Purchasing to reduce a supplier's cost of doing business. The same goes for signing bonuses. I don't think we have heard the last word on this measure of Purchasing performance. Perhaps there is a shared middle ground somewhere here.

What's changing on your campus?

Student Perspective: The Seemingly Inevitable Fate

By: Lois Sarfo-Mensah, University of Maryland-Baltimore

As I watched many of my friends take those important steps, I wonder what future lies ahead of them. The thoughts that must be running through their minds, the plans that they have for the future, and for the most, the unfortunate move back home. As the Class of 2012 took the important steps across the stage during graduation, they also took giant leaps into the unknown.

This is the idea... Go to college. Learn something. Get a degree. Get a job. Get an apartment and move on. For some reason, the last two steps in this seemingly straightforward process aren't as simply accomplished. Many of those that cross that stage find themselves jobless and living back at home. It has been reported by the Associated Press that one in two new college graduates are most likely to be unemployed after graduation. The fifty percent of those that do gain employment are working in jobs that earn wages lower than what they expected and in jobs outside of the market they studied in. Of those close to me who have recently graduated, the most common fear was the ominous burden of the real world: commonly associated with the sensation of nausea.

Most graduates face months and months of job searches using tools and search engines galore. At UMBC, recent alums have access to our job search database for an additional semester after they have graduated to alleviate the stress of using multiple search engines. The daunting fact for those who used education loans to fund college is that they have only six months of deferment before loan payments start to kick in, adding to the present stresses and baggage they must manage.

In a study for the Associated Press on the issue of unemployment and college graduates, research found that most college graduates are represented in jobs that don’t require more than a high school diploma. You can imagine my shock when I continued to read that more roughly 1.5 million graduates under the age of twenty-five are, in fact, unemployed—representing the highest percentage for this age-specific population in the past decade.

The pragmatic outlook on this situation is what my high school teachers and guidance counselors...
always resonated, and I hope many all over the country still do. The decisions you make now will greatly affect you in the future. The Associated Press put it so graciously: “Perhaps more than ever, the choices that young adults make earlier in lifeâ€”level of schooling, academic field and training, where to attend college, how to pay for itâ€”are having long-lasting financial impact.”

The cost of an American Education is not as simple as Pi (3.14). Though we are not the most expensive education systems in the world, we do make it difficult for our own citizens to succeed. In an analysis of health care systems around the world, as part of my medical sociology project this past semester, the course also looked at how other countries handle education. Surprisingly, many countries, such as England, France, Sweden, Taiwan, etc., have very different approaches to education. Many fully fund or partially fund students in education, while others offer incentives and programs to go to college, especially to specialize in medicine. Many of their doctors do not leave medical school with over $150K in debt, unlike the doctors in America. Something must be done and reform is necessary in the American education system in order for young Americans to feel there is any future in job security.

We must remember the basic lesson of importance in $\pi$ - 3.14: there is actually more than meets the eye (Pi can actually equal to over one million decimal places). Interesting fact: It took the Obamas up until eight years ago to pay off all of their college education. That’s a long time.

At Convocation or any Welcome-to-College assembly that universities and colleges hold for entering freshmen and transfers or, even, at graduation ceremonies, they should have a sign that says “Come on, keep walking. I assure you; it may not be pretty and it will hurt, but you can do it!”

To continue reading the Associated Press article, Click Here.

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From the President:Â It Really is Okay to Ask the Question

By: Bill Harris, CPPO, University of Kentucky

Many organizations, including NAEP, rely on volunteers to succeed.Â Volunteering offers an incredible opportunity to develop lasting personal and professional relationships. In an analysis of health care systems around the world, as part of my medical sociology project this past semester, the course also looked at how other countries handle education. Surprisingly, many countries, such as England, France, Sweden, Taiwan, etc., have very different approaches to education. Many fully fund or partially fund students in education, while others offer incentives and programs to go to college, especially to specialize in medicine. Many of their doctors do not leave medical school with over $150K in debt, unlike the doctors in America. Something must be done and reform is necessary in the American education system in order for young Americans to feel there is any future in job security.

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Many organizations, including NAEP, rely on volunteers to succeed.Â Volunteers build organizational strength by contributing time and resources to fulfill the organization’s mission.Â They augment the work of staff and bring new ideas and energy to the organization that enhances its programs.

When thinking about all of my colleagues at NAEP who contribute time and energy to our Association, it occurred to me they rarely speak of the benefits of volunteering to themselves.Â I guess it seems a little self-centered, but it really is okay to ask the question:Â “What’s in it for me?”

Member volunteers truly make up the core of the Member experience by sharing their time and expertise for the benefit of everyone associated with NAEP.Â Volunteering with NAEP has many benefits to you.Â Here are some examples:

**Become a part of your professional community**
I believe that people generally gain enjoyment and satisfaction from working with others toward a common goal and the sense of belonging that comes with shared interests.Â We all know the benefits and the pleasure we derive from meeting new people and networking with colleagues. But more importantly, volunteering in your Association allows you to gain tangible benefits in professional learning.Â Try viewing the actual work of volunteering as gaining experience with the intent of enhancing your professional growth.Â For example, why not serve on a committee as a means of improving your marketing skills?Â Write an article sharing your own experience as a way to learn to better communicate.

**Attain a sense of achievement**
Volunteers are typically motivated to give their time and energy to work that plays on their interests and passions.Â Most of us, I have found, are passionate about our profession and enjoy the results of our work.Â If you are one of those, volunteering in your professional Association can create a sense of achievement generated from your enthusiasm for your profession.Â Seeing your hard work result in a finished product can be very rewarding.

**Enhance career opportunities**
Volunteering offers an incredible opportunity to develop lasting personal and professional relationships that very well may serve as further references.Â You can learn from your colleagues the latest trends in the profession and what skills you may need to develop to meet your career objectives.Â As your network grows, you may well learn of employment opportunities.Â Additionally, volunteering is a great way to practice and improve upon important skills in the workplace such as teamwork, problem solving, and project planning and management.

**Develop leadership skills**
Volunteering provides the opportunity for the individual to learn or improve leadership skills and to share your expertise in specific areas.Â Opportunities exist at NAEP that allow you to learn critical business skills such as strategic thinking, team building, coaching/mentoring, organization and communicating.Â You may be wondering:Â Where do these skills come into play?Â By becoming a leader in your region or district or consider being a chair/co-chair on one of our standing committees.Â You can also be
faculty for our institutes or academies. These particular leadership opportunities also provide you with continuing education units and points that are recognized by ISM and UPPCC.

So, as you can see, it is okay to ask, “What is in it for me?” because there is plenty of potential for individual growth and accomplishment. NAEP offers many volunteer opportunities at many levels. Serving on the Board is not for everyone. But how about contributing a document to any of the following libraries? We have our newly expanded RFP library and we are looking to grow the job description, forms, manuals and white paper libraries, as well. These are resources that can save you hours of time by not having to recreate the wheel. Simply sign in to the website and grease the wheels that are already in place for you. Or how about responding to a listserv inquiry? Share with others your success stories at the Annual Meeting. Volunteerism comes in many shapes and forms.

Consider viewing the concept that you and NAEP are in a partnership whereby both you and the organization will benefit from your volunteer activities. It is true.

* If you are interested in providing a document to any of the document libraries, please email them to Jackie Harget and be sure to include the following information:
  - Category / categories the document best fits in (especially if an RFP)
  - A brief description of the document
  - If the information is time sensitive and applicable for a limited time, please include a date that it should be removed from our resource library
  - Keywords for search engine

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**Calendar of Events**

- **July 12, 1:00 PM EST:** VISA Webcast Series continues: *The Importance of Spend & Expense Management in Commercial Card Programs* Registration is open
- **August 9, 1:00 PM EST:** VISA Webcast Series continues: Program Optimization
- **August 27 â€“ 30, 2012:** Supplier Diversity Institute â€“ Houston, Texas Registration is open
- **September 13, 1:00 PM EST:** VISA Webcast Series continues
- **September 23 - 26:** Kentucky's Fall Regional Meeting â€“ Lure Lodge, Kentucky
- **September 23 - 26:** TOAL's Fall Regional Meeting â€“ Norman, Oklahoma
- **September 24 - 26:** District II's Fall Meeting - Virginia Beach, Virginia Registration is now open!
- **October 2 - 5:** Upstate New York Fall Regional Meeting â€“ Syracuse, New York Registration is now open!
- **October 7 - 10:** District VI's Fall Meeting â€“ Tucson, Arizona
- **October 7 - 10:** MINK / MN_DK Fall Regional Meeting â€“ Council Bluffs, IA
- **October 11, 1:00 PM EST:** VISA Webcast Series continues
- **October 21 - 24:** New England Fall Regional Meeting â€“ North Conway, New Hampshire (call 978.542.6037 for info)
- **October 24 - 26:** Great Lakes Fall Regional Meeting â€“ Cincinnati, Ohio Registration is now open!
- **October 25:** Michigan Fall Regional Meeting â€“ East Lansing, Michigan
- **October 29 â€“ 30, 2012:** Co-located Procurement Academies (Foundation, Professional, Senior Professional Academies) â€“ Indianapolis, Indiana Registration is open
- **November 8, 1:00 PM EST:** VISA Webcast Series continues
- **November 11 â€“ 14, 2012:** TAGM Fall Regional Meeting â€“ Biloxi, MS
- **November 26 - 30:** Women's Leadership Institute - Laguna Niguel, California (Sponsored by ACUI, co-sponsored by NAEP)
- **December 2 â€“ 5:** Carolinas Regional Meeting â€“ Asheville, NC
- **December 13, 1:00 PM EST:** VISA Webcast Series continues

**April 7 â€“ 10, 2013:**
NAEP's 92nd Annual Meeting in Orlando, Florida

Call-for-Programs is now open: Submit your session today
FACE-TO-FACE LEARNING
Supplier Diversity Institute, Houston, Texas, August 27â€“30
Alden Hotel, Houston, Texas
Registration: $695
Program-at-a-Glance
Register Here

What You Will Learn:
- Best practices from peer campuses on successful supplier diversity programs
- How to establish a supplier diversity program
- Finding your champion on campus
- Mechanisms for enhancing your existing supplier diversity program
- Examples and solutions of industry issues.

Who Should Attend?
- Campus Supplier Diversity leaders
- Directors of Procurement
- Those with responsibility for supplier diversity
- Students or interns

Procurement Academy Tiers I, II, III: Indianapolis, October 29-30
Embassy Suites Indianapolis - Downtown, Indiana
Register Here

Join us in October as we run all three of these academies concurrently, under one roof - at the Embassy Suites Downtown in Indianapolis, Indiana. The event concludes with a banquet so that all attendees can enjoy one another’s company and celebrate the success of the sessions.

Registration Rates:
- Tier I, Foundation: $625
  Faculty: Ted Nasser, C.P.M., University of Arizona; Charlene Lydick, C.P.M., University of Colorado and Robert Haverkamp
- Tier II, Professional: $825
  Faculty: Nancy Brooks, M.P.A., Iowa State University; Christopher Johnson, University of Idaho and Burr Millsap, CPA, M.B.A., University of Oklahoma Norman Campus
- Tier III, Senior Professional: $825
  Faculty: Ray Jensen, C.P.M., Arizona State; Craig Passey, C.P.M., Brigham Young University and Robert Haverkamp

U.S. Communities: The Gold Standard in Public Procurement -
Your NAEP Business Affiliate

When it comes to public procurement, joining a cooperative purchasing program is an established best practice. Aggregating the purchasing power of public agencies can lower costs, increase services and save time.

Most purchasing cooperatives offer cost- and time-savings, which are key to running procurement departments effectively and efficiently. The very best cooperatives, however, offer more. The U.S. Communities Government Purchasing Alliance partners with public agencies to find solutions that benefit procurement professionals. Simply put, U.S. Communities was founded by public agencies for public agencies.

U.S. Communities is the only purchasing cooperative founded and co-owned by five distinguished sponsors: the National Institute of Governmental Purchasing (NIGP), the National Association of Counties (NACo), the National League of Cities (NLC), the U.S. Conference of Mayors (USCM) and the Association of School Business Officials International (ASBO). In addition, over 90 state associations show their support for the U.S. Communities program with sponsorship.

The founding mission is to provide participating agencies access to competitively solicited contracts with national suppliers offering a broad line of top-quality products and services. There are no fees to participate and no purchasing minimums, allowing maximum flexibility for participants.

Each supplier commits to providing their most competitive government pricing to all participating agencies. Regularly scheduled internal and third-party audits ensure compliance with contract pricing,
terms and conditions, while benchmarking analyses evaluate the overall value. Contracts are also reviewed quarterly by the Lead Public Agency, and all documents pertaining to contract solicitations are publicly posted on the U.S. Communities website for complete transparency.

Since its founding in 1991, U.S. Communities has generated millions of dollars in savings for participating agencies. Yet, importantly, U.S. Communities goes beyond providing outstanding contracts. Together with our supplier partners, we are committed to offering comprehensive business solutions that help agencies maximize cost-control while also improving operational efficiencies and performance.

U.S. Communities continually works with key government purchasing officials from across the United States to identify solutions gaps so that these needs may be addressed through U.S. Communities program contracts. A U.S. Communities takes great pride in not only providing resources, but also in serving as a resource, with innovative offerings including an online shopping portal, educational webinars and trainings, and a green purchasing program.

The U.S. Communities Cooperative Purchasing Alliance truly is the gold standard when it comes to honest and effective public procurement, as well as partnerships dedicated to providing best-in-class procurement solutions. With over 400 new registrations each month, the continued rapid growth is testament to the program’s record of integrity and unparalleled value.

VISA: A Message from Your Business Affiliate and NAEP Sponsor

As a proud sponsor of NAEP, Visa sponsored and presented in the NAEP’s annual conference in Anaheim, California this April and currently produces monthly, educational webinars relative to commercial card programs for higher education and K-12 school systems. Visa provides a range of commercial payment programs, information management, and consulting services that support educational institutions manage expenses, streamline operations and improve their bottom line. Â As a global leader in commercial payments, Visa offers flexible payment solutions backed by the reliability, security and scale of Visa’s global acceptance infrastructure and supported by Visa’s centralized and integrated processing network.

Visa Commercial payment and information products provide higher education organizations with the tools to better manage spending, deepen supplier relationships and improve business decision making by integrating payment and procurement processes into enterprise management systems. Visa IntelliLink Spend Management is a Web-based tool that provides access to a suite of reporting and information tools to organizations using any of the Visa Commercial solutions, while Visa IntelliLink Compliance Management offers enhanced control, compliance and protection features. Â In addition to traditional commercial card products, Visa Commercial solutions offers a Payables Automation platform, and Syncada ® a global financial supply chain network, along with program optimization resources, like Visa PerformSource, that help organizations develop and expand their own commercial payment programs.

The Procurement and Accounts Payable departments within corporate, non-profit and public sector organizations have elevated their strategic importance in recent years and undergone many changes, notably with the broader adoption of automated processes and integrated technologies. Visa continues to examine Procurement and Accounts Payable trends across industries and sectors in an effort to share insights and leading practices related to the Procure-to-Pay process and commercial card programs. To learn more about Visa and/or Visa’s suite of Commercial Solutions that benefit higher education and K-12 organizations, please visit www.visa.com/commercial or contact Darren Muise at dmuise@visa.com or (770) 954-3061.

Member Perspective: Three Most Valuable Benefits of Membership

By Travis A. Ball, CTPM, M.S., Director of Purchasing, Texas A&M University-Commerce
Serving on the 2012 NAEP Membership Committee
NAEP offers a wide array of benefits for its Members, but I am going to speak on three topics that are most valuable to me.
Networking
I find that the networking opportunities such as the Regional and Annual Meetings provide a value that can only be realized if you participate. From my personal perspective, the Annual and Regional Meetings have given me an opportunity to serve as a presenter, moderator, and volunteer for things such as committees. These events also give me an opportunity to discuss problems and celebrate successes that each of us faces every day. More importantly, they provide an opportunity to make valuable connections with peers at other universities.

Website
Other benefits of being a Member of NAEP are the online resources available through the Association’s website. Prior to asking for a sample RFP or form, I always go straight to the document libraries. Great examples available to all Members! Another benefit of the NAEP website is the offering of professional development opportunities such as the “On Demand” webcasts. In addition, I enjoy reading the digital version of the Educational Procurement Journal and also having the ability to view previous issues if I can’t find the older hard-copy versions in my office.

Listservs
Last but not least of my favorite NAEP resources are the Regional and National Listservs. Although many of the requests that come across my e-mail are irrelevant to me, I do understand that they are relevant to others. This is another means of networking, in my opinion, because it gives you the opportunity to share your knowledge or learn something new from someone else. I have utilized this service many times in the past and have had great response to my inquiries.

4th Annual Green Survey Still Open
Dear NAEPers and Friends,

If you’ve already responded to our Sustainability Committee’s previous request, thank you for your feedback and please disregard this (and future) request(s). If you haven’t, we need your input â€” please complete the survey today! When the survey closes, 25 lucky participants will be randomly drawn to receive a $5 gift certificate from Amazon.

Please share this with all in your department -- we would love to have the perspective of more than one person from your institution and sustainability does not have to be your “area” to participate!

Please make a difference by helping us with our FOURTH Green Procurement Survey. Because this is the fourth survey, the data is now at a point to more accurately study trends and benchmarks in higher education green procurement. But we can’t do it without your participation. In order to provide you with relevant data, we still need some more responses.

The study will serve to further advance green procurement initiatives within Higher Education through sharing of actionable insights and best practices. By completing the online survey you will be included in an early distribution of a report summarizing the key findings.

For consistency of interpretation of results, the NAEP definition of Green Procurement will be employed. Green Procurement shall be defined as the method wherein environmental and social considerations are taken with equal weight to the price, availability and performance criteria that colleges and universities use to make purchasing decisions. Green Procurement is a serious consideration of supply chain management. Green Procurement minimizes negative environmental and social effects through the use of environmentally friendly products. Green Procurement attempts to identify and reduce environmental impact and to maximize resource efficiency. Green Procurement is also known as "environmentally preferred purchasing (EPP), green procurement, affirmative procurement, eco-procurement, and environmentally responsible purchasing".

Please feel free to forward this to the individual responsible for sustainability in your department.

Begin Survey Now.

There are 34 questions will take no more than [15] minutes to complete.

Thank you very much in advance for your invaluable input.

Member News

From Daisy Palma, Senior Buyer/P2P Procurement Analyst,
University of California, San Francisco, Dept. of Campus
Procurement and Contracting, comes the good news that both she and her colleague Peter Lee have passed all three parts of the CPSM exam and now have their CPSM certifications with ISM.
Way to go, Daisy and Peter!

Beth Foster, Director of the Arkansas Tech Purchasing Department and a member of the Tech staff for the past forty years retired effective June 30.

"It has been my pleasure to work with you these many years," wrote Foster in her letter of retirement to David Moseley, senior vice president for administration and finance. "I wish you and the university the very best in the future."

Congratulations, Beth!

Angela Gregory of the Tennessee Board of Regents shares the happy news that a new baby is on the way he is due in December. Congratulations, Angela!

Congratulations to Denise Finn, University of Kentucky, who recently received her Lifetime C.P.M. certification.

Patty Reich, Lehigh Valley Association of Independent Colleges shares the following news:

"I was just elected to the Board of Directors of the NAPMLV (our local ISM chapter) as the Professional Development/Certification Chair. I am a strong believer in continuing education and professional development NAEP is such a great resource for both of these areas!

I was also just recognized by the LVAIC Board of Directors for my role in the cross functional team that developed g the new LVAIC on-line cross registration process, using the new LVAIC website. It is a major upgrade that will benefit our students’ ability to utilize the cross registration program."

Wedding bells are ringing for Cathy Barker Simonds, Client Relations Manager, Procurement Services, University of Missouri System. Cathy married Dave Simonds on June 3. Congratulations!

Birthday wishes go out to:

Patty Reich â€“ May 22nd
Jesse Moore - June 21st
Neil Markee â€“ June 27th
Josie Ver-Cajipe â€“ June 30th
Susan Potrafka â€“ July 13th
John Klopp (retired) â€“ July 19th
Nancy Que â€“ July 19th

ACUPCC, USGBC Webinar: LEED as a Framework for Existing Buildings

July 26, 2012; 2:00 PM Eastern

Co-produced by the American College & University Presidents’ Climate Commitment (ACUPCC) and the U.S. Green Building Council (USGBC), this webinar will discuss how LEED for Existing Buildings: Operations & Maintenance can be utilized as a framework for integrating sustainable practices into daily business operations in an effort to gain efficiencies, build capacity, and save money.

Register HERE.
Sustainability on Campus

Massachusetts Institutions Partner to Advance Sustainability
Clark University, College of the Holy Cross and Worcester Polytechnic Institute have partnered with National Grid and GreenerU to establish "SynergE Worcester," an initiative that will facilitate energy efficiency and other sustainability advances within the regional higher education community. The program will target energy efficiency installations that reduce fuel and utility costs for the schools; engage students, faculty and staff in energy and sustainability initiatives; and use innovative financing to bring about reductions in energy consumption and greenhouse gas emissions.

Florida A&M University Plans Energy Efficiency Campus Makeover
The university has partnered with Siemens to implement a $12.2 million performance contract that will generate about $1.2 million in annual energy savings. The 18-month project will include the decentralization of the university’s central steam plant heating system, a solar thermal heating system for the swimming pool, and building automation improvements.

Top 10 Tips for the New Supervisor

1. Be yourself.
Do not try to be your predecessor or to emphasize your difference from your predecessor. You can only be confident that your center will hold in times of pressure if you remain yourself.

2. Start slowly.
Do not be a "new broom" that immediately tries to sweep away all previous procedures. Reassure your staff that it will be "business as usual" at least until you get the lay of the land and have a clearer idea of what is needed.

3. Gather information.
Observe, ask questions, be a good listener, solicit input, let people know you are open to being informed of problems.

4. Be visible.
Move around among your staff. Find ways to get to know them. If necessary, create reasons for contact so that you can establish good two-way communication.

5. Review written materials, policies and procedures as early as possible.
Identify priorities, put yourself in a position to know what needs to be done without having to depend on others to give you information that is actually already available to you.

6. Use your boss and seek a seasoned mentor.
Do not use these sources to get information that is available in training materials and procedures manuals that you will be expected to have read. Turn to your human resources for information that will not be available writing. Particularly, get clarification on the extent of your authority and your responsibility, where the ball is yours to carry, and where it must be handed off. Also, seek information about any "political" problems or inter-departmental concerns.

7. Emphasize teamwork.
You are not a lone ranger, and your staff are not peons. Early in the game they probably know more than you about many aspects of the job. While you will need to establish your authority, you also need to empower your staff as members of the team.

8. Be evenhanded, fair, and consistent.
Discover for yourself the strengths and weaknesses of your staff. Beware the eager beaver staff member who tries to fill you in on everything and everyone on your first few days. The information s/he gives may be filtered and self-serving.

9. Promise and provide good communication in both directions.
Let your staff know that you will keep them informed whenever possible, and build trust that you will avoid surprises whenever it is in your power. Encourage them to seek clarification when necessary. Let your staff know that you care about them, and, above all, that when they speak with you they are heard.

10. Wherever it is within your power, make your own decisions.
You are the new kid on the block, and people may expect to be able to influence you. Be clear that when you seek information and advice, you are not handing over the reins. You are simply gathering additional data for use in YOUR decision-making process.

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Quote of the Month

A successful person is one who can lay a firm foundation with the bricks that others throw at him or her.

— David Brinkley