

Immediate Focus Areas for Shared Services

- **Procurement Efficiencies**
- **Improved compliance through Maxient software collaboration**
- **Employment based immigration processing – system approach and/or contract**

Procurement Initiative and development of Procurement Work Group

Implement procedure to prioritize system-wide approach to contracting as best practice. When vendor contracts expire and are up for renewal – campuses will coordinate with Shared Services before renewing. To the extent practicable, all new contracts include language that enables other campuses to join the agreement when their existing contracts expire without having to go through another procurement process.

Purchasing staff from campuses develop a list of current contracts and expiration dates. Identify contracts where system-wide implementation is beneficial.

Development of MUS contract website that provides one-stop location for campuses to view what existing contracts are available that can be joined.

Current Examples:

- Joint food services contract by MSU and UM
- Library Services - TRAILS

Deliverable: Efficiencies of sharing existing contracts result in less procurement processes, cost savings by purchasing as a system with economies of scale

Functional Area: Procurement Services

Improved compliance through Maxient software collaboration

System-wide sharing of best practices and negotiation of future contracts.

OCHE and Student Affairs Chiefs will coordinate membership, implementation and future contracting.

Deliverable: Improved compliance and reporting through best practices and knowledge sharing. Cost savings with pursuit of system-wide contract at renewal.

Functional Area: Student Affairs, student conduct, campus safety.

Employment based immigration processing for international employees

Develop work group, determine most effective and efficient approach to processing H1B Visas and implement new approach.

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Deliverable: Improve efficiency and cost savings by addressing international employee visa processing as a system either via a shared employee or system-wide contract.

Functional Area: Human Resources and International Programs