
Guests: Jacob Godfrey, Heather Perry, Fadi Sakr

Not in Attendance: Terri Hille, Mary McGuan, Irina Nikolaeva

Corrections to last meeting notes: None

Start Round Robin:

Yasemin: Is there a way to add the object code link onto the landing page of Gateway?

Action Item: Kathleen: Yes, that can be done.

Daniel Stack: On January 6th 2019, GW0000277853 was created but there was nothing under the history tab that say it was sent anywhere. This PO had a 6th month lead time and the vendor never received it.

Action Item: Kathleen: I will submit a ticket to Jaggaer. They have logs they can check to see what happened. The PO was created on 1/15/2019 at 8:24 AM.

Julie Ballesteros: I do not get notifications when receipts need to be entered. KY: If you are the PO owner you should be getting the notifications. You can check your profile and make sure you are set to receive notifications, in addition you can use the document search to and filter the results using the partially received filter.

End Round Robin

Supplier Invoicing Direct to Gateway via email / Fadi

- As soon as the PO is created the vendor can add the PO number to their invoice and submit their own invoices. The invoice will attach itself directly to the PO avoiding paper billing. All invoices will still be subject to invoice approvers. Fadi did not test to see if vendors can substitute items, and Kathleen did not remember seeing that as an option. The supplier can add shipping, but they cannot add line items to the PO. Fadi will work on identifying which vendors are appropriate to test in a pilot program.

Gateway Enablement Updates:

- Medline Punch-out, CXML POs and Invoices - Robin continues with testing
GMC Enhancement for Cost Types

- Victoria had an enablement request to show and search cost types. Now that is available.

EcoVadis Supplier Class Flag, Energy Star / Heather

- EcoVadis is a new supplier sustainability rating tool. This new Supplier Flag icon has been added to suppliers who have gone through a rigorous assessment of their corporate social responsibility practices. A score of 45 or higher is considered above average across the industry. You can check the suppliers score card to see their strengths, or look under 360 watch findings and view current news or litigation.

- Energy Star: A new energy star AD HOC routing step will be added after Equipment Management which will route to the Campus Energy Manager, Jordan Sager, on an as needed basis.

Self Service Catalog for Procurement Help Desk / Kathleen

- Gateway is expanding and adding a self-service catalog. You can still send in a ticket by email but we will be featured at Business & Financial Services at https://ucsb.service-now.com/global

Review Charter / Jacob

- The last charter document was reviewed in 2017. Do we want to make changes? Is this document effective. Let’s form a work group to review the document and get feedback.

Volunteers for the Charter Group:

Jeri O’Mahoney
Daniel Hart
Daniel Stack
Victoria Bebko
Calli Price
Kathleen Yabsley
Lara Anderson
Robin Portune

We will arrange a Doodle Poll for a time to meet.

Meeting adjourned.