



p2p.calstate.edu

Procure-to-Pay (P2P) Objectives
Implement strategic, standardized process
Increase efficiencies by eliminating manual touchpoints
Mitigate risk and increase cost savings

Recently Completed



- Conducted CSUBUY P2P System Intro Demos
- Campuses confirmed new Business Unit Setup
- Campuses completed Supplier Inactivation for non-use suppliers
- Conducted all CSUBUY P2P & CFS Configuration Workshop
- Defined Year End Blanket PO Strategy
- Communicated CSUBUY P2P initiative in Campus-Wide Announcement
- Kicked off Bi-Weekly Meetings with Strategic Advisors
- Identified Campus Security Contacts

In Progress



- Design and Build of DOA Module and Integrations
- Analyze and Reconcile Configuration Workshop Homework Tasks including
 - BillTo/ShipTo, All Workflow Rules, PO & AP Routing Rules, Commodity Codes & Account Code Defaults, PO Logos, PO Signature Authority, PO Clauses, and Tax Codes
- Define Campus DOA Levels and Limits and Obtain Approvals

Coming Soon



- Conduct Campus Security Training to begin User Setup activities
- Conduct CSUBUY Introduction sessions to Campus Groups
- Engage Supporting Admin Depts
- Extract and conduct Supplier Analysis and Consolidation
- Conduct End User and Admin Approver Demos
- Schedule Train-the-Trainer and User Acceptance Testing (UAT) In-Person Workshops

Acceleration Group & Strategic Advisor Assignment



Acceleration Group 1 SA: Carrie Schmidt

- East Bay
- San Jose
- San Francisco

Acceleration Group 2 SA: Nicole Lack

- Stanislaus
- Sacramento
- Monterey Bay

Acceleration Group 3 SA: Sara Rumiano

- Northridge
- Channel Island
- Dominguez Hills
- Long Beach

Acceleration Group 4 SA: Tawny Fleming

- San Bernadino
- Pomona
- Los Angeles
- Fullerton

Live CSUBUY Campuses

Risks



- Resource constraints with multiple competing priorities (CSUBUY, Concur, CHRS Upgrades)
- Auxiliaries not transitioning to CSUBUY P2P may cause process fragmentation, duplicative work and reduce compliance
- System transitions (CFS to CSUBUY P2P) may trigger anxiety and resistance; mitigate through early preparation and proactive campus-wide communication