From: PCBO Subscription
To: pcbodist@coyote.csusm.edu
Subject: [Pcbodist] CSUBUY Procure-to-Pay Announcement
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CSUBUY Procure-to-Pay Announcement

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Sent on Behalf of: FAS Administration

Hello Campus Community,

We're excited to introduce CSUBUY Procure-to-Pay, an initiative with a go-live date of November 2024 that will revolutionize our supplier transactions, from purchasing to invoice payments. Your role is vital for its success. Upon completion, CSUBUY will automate processes related to orders, receipts, and payments, boosting our spend analysis to support operational and financial decisions. It's a top priority for our system and campus leadership. We're starting to prepare the campus for the project and supplier engagement. Initially, we'll focus on getting suppliers set up with CSUBUY, who will soon receive onboarding information from our team. *Should these suppliers contact you*, please redirect them to our campus project team for support. Brittani Brown spearheads the project, Lindsay Swensen manages procurement operations, while Shannon Honour Shaw and Barbara Sainz oversee supplier onboarding and payments. For inquiries or more info, feel free to email Brittani at bbrown@csusm.edu.

KEY DATES	
Information and Communication	**August - December**
Supplier Onboarding	**August - December**
Delegation of Fiscal Authority Review and Cleanup	**September - October**
Training	**October**
Go-Live	**November**
Hypercare Customer Service	**November - January**
Ongoing Support and Customer Service	**January +**

We're positive these changes will enhance procurement and payment transparency and appreciate your dedication to this project. Expect further updates in the months ahead.

Best regards,

Brittani Brown
Associate Vice President of Administration