Pilot Business Center

- Health Sciences Thematic Area –
  - Colleges of Health & Human Sciences, Pharmacy, Veterinary Medicine
- Central Administrative Units –
  - Business Affairs, Human Resources, Business Services
- Combine business and HR functions from colleges, departments, and central units into the Business Center
Pilot Business Center Functions

- Purchasing
- Accounts Payable & Receivable
- Travel reimbursements
- Human Resources processes
- Grants Accounting
- Accounting & Budget
- Financial Reporting & Analysis
Guiding Principles

The Number One Focus is on Service

- Business center staff will have more depth and breadth of expertise, and:
  - Respond to the unique needs of colleges
  - Provide services more cost effectively
  - Bring central services closer to the colleges
  - Streamline and automate processes
**Business Center Process**

- Faculty and staff involvement in defining service needs and in system design
- Emphasis on business center staff training and building a high performing work team
- Need to minimize the impact on staff affected by the changes
- Open communication throughout the process
Progress to date:
- Developed Business Center Conceptual Model
- Documented Colleges' service requirements
- Determined which functions go to the Center
- Estimated staffing requirements
- Began filling staff positions
- Identified IT systems improvements required
Pilot Business Center Plan

Currently underway:

- Complete staffing of the Business Center
- Redesign Business Processes
- Confirm location of Center
- Develop IT systems
- Develop Business Center budget
Business Center Plan

Next Steps:
- Train Business Center staff
- Develop performance goals and metrics
- Identify future business centers
- Implement Business Center August 1st
- Assess Business Center performance
Tentative Long Term Plan

- Implement 7 business centers
- 5 Academic Business Centers based on thematic areas
- 2 Business Centers to serve central units

Timeline:
- Pilot Business Center – August 2008
- Additional centers – 2009 & 2010
Discussion and Questions

Business Center Website:
http://oregonstate.edu/budget/businesscenters/