

Procurement Service Level Agreement (SLA)

Purchasing Inquiry Analysis Reporting Month: February

Select FY 2020

Select Month February

	Total Inquiries		Avg. # Days to Response	Avg. # Days Over/Under SLA Goal				
Closed	In Progress	Total	Purchasing	Purchasing				
73	1	74	1.2	 -0.8 				

Closed Purchasing Inquiries

DIV	Department	Inquiry Count		_
ACM	Architecture	1		Goal: 2 Day
	Construction Management	1	1	
ART	Department of Dance	1		2
	School of Music	1	1	
AUX	University Dining	1	1	
	University Housing	1	1	
	University Stores - Kennesaw	1	1	
BUS	Michael A. Leven School of Management, Entrepreneurship and	1	1	
СВО	Department of Event and Venue Management	1		2
	Office of the Chief Business Officer	2	1	
CIO	University Information Technology Services (UITS)	1	1	
сом	Office of Strategic Communications and Marketing	2		2
CPE	College of Professional Education	10	1	
CUL	Center for University Learning	1	1	
EDU	Department of Elementary and Early Childhood Education	1	1	
	Department of Inclusive Education	1	1	
	Department of Instructional Technology	1	1	
EET	Southern Polytechnic College of Engineering and Engineering	2	1	
ESE	Academic Testing Services - Kennesaw	1	1	
	Enrollment Services - Admissions	1	1	
FAC	Environmental Health and Safety	1	1	
	Facilities - Plant Operations*	2	1	
HON	Honors College - Office of the Dean	2	1	
HRS	Human Resources*	2	1	
HSS	College of Humanities and Social Sciences - Office of the De	1	1	
LIB	KSU Library System	2	1	
OFS	Office of Fiscal Services	17	1	
OUT	Outside Constituent	7	1	
RES	Office of Research	3		2
SCM	Center for Statistics and Analytical Research	1		2
	Department of Mathematics	2	2	
STA	Division of Student Affairs	1	1	

Response Age in Days (Excluding Weekends)

* The asterisked Departments above had Purchasing Inquiries which were created in the prior month and closed in February and therefore are being reported in both months. This dashboard is inclusive to all inquiries whether In Progress or Closed during the month of February.



KENNESAW STATE Procurement Service Level Agreement (SLA) U N I V E R S I T Y P-Card Incurrent

Select FY

2020

Select Month February

Reporting Month: February

Total Inquiries		Avg. # Days to Response	Avg. # Days Over/Under SLA Goal				
Closed	Total	PCard	PCard				
403	403	1 0	G -1 0				

Closed PCard Inquiries

DIV	Department	Inquiry Count		
AAF	Academic Affairs - Curriculum & General Education	1		Cool: 2 Dove
7.0.0	Center for Excellence in Teaching and Learning (CETL)	2		Goal: 2 Days
	Division of Global Affairs	2		
	Museums, Archives, and Rare Books	2		
	Office of the Provost and Vice President of Academic Affairs	5		
ACM	Architecture	3		
/ CIVI	College of Architecture and Construction Management - Office	1		
	Construction Management			
ART	College of the Arts - Office of the Dean			
,	Department of Dance	-		
	Department of Theatre and Performance Studies	-		
	School of Art and Design			
	School of Music			
ATH	Intercollegiate Athletics			
AIII	Intercollegiate Athletics - Baseball			
	Intercollegiate Athletics - Men's Basketball			
	Intercollegiate Athletics - Softball			
	Intercollegiate Athletics - Women's Cross Country			
	Intercollegiate Athletics - Women's Golf			
	Intercollegiate Athletics - Women's Soccer			
AUX	Campus Services			
AUX	•	-		
	Door Access			
	Parking and Transportation			
	Residence Life			
	University Dining	Ind I I 4 I 9 I 1 I 5 I 6 I ci 5		
	University Housing	-		
5.10	University Stores - Kennesaw	-		
BUS	Coles College of Business - Office of the Dean	-		
	Coles College of Business - Undergraduate Programs			
	Cox Family Enterprise Center			
	Department of Economics, Finance and Quantitative Analysis			
	Michael A. Leven School of Management, Entrepreneurship and			
СВО	Card Services Office			
	Department of Event and Venue Management	-		
	Office of the Chief Business Officer			
CIO	University Information Technology Services (UITS)			
СОМ	Office of Strategic Communications and Marketing	-		
CPE	College of Professional Education	-		
CSE	College of Computing and Software Engineering - Computer Sci	5		
	College of Computing and Software Engineering - Information	1		
	College of Computing and Software Engineering - Office of th			
EDU	Bagwell College of Education - Office of the Dean			
	Department of Inclusive Education			
	iTEACH Center	3		
EET	Department of Civil and Construction Engineering	1		
	Department of Engineering Technology	3		
	Department of Mechanical Engineering	1		
	Department of Mechatronics Engineering	9		
	Southern Polytechnic College of Engineering and Engineering	4		
ESE	Cultural and Community Centers	4		
	Office of the Vice President for Enrollment Services	4		
FAC	Environmental Health and Safety	4		
	Facilities - Design & Construction Services	1		

	Facilities - Heating, Ventilation, and Air Condition (HVAC)	6	Go	al: 2 Da	ays			
	Facilities - Plant Operations*	5						
	Facilities - Plumbing	1						
	Facilities - Renovation & Repair Services	1						
HHS	Department of Exercise Science and Sport Management	1						
	Wellness Center	1						
	Wellstar College of Health and Human Services - Office of th	4						
	WellStar School of Nursing	1						
HRS	Human Resources*	5						
HSS	College of Humanities & Social Sciences - Undergraduate Advi	1						
	College of Humanities and Social Sciences - Office of the De	2						
	Department of Foreign Languages	6						
	Department of History and Philosophy	2						
	Department of Interdisciplinary Studies	3						
	Department of Psychological Science	8						
	Department of Technical Communication & Interactive Design	2						
	School of Communication & Media	1						
	School of Conflict Management, Peacebuilding and Development	2						
	School of Government International Affairs	1						
LAF	Legal Affairs	2						
	Public Safety/Campus Police (Non-Emergencies)	3						
LIB	KSU Library System	2						
OFS	Office of Fiscal Services	19						
OUT	Outside Constituent	1						
PRE	Internal Audit Department	1						
	Office of the President	1						
RES	Office of Research	28						
SCM	Center for Statistics and Analytical Research	3						
	College of Science and Mathematics - Office of the Dean*	19						
	Department of Chemistry and Biochemistry	1						
	Department of Statistics and Analytical Sciences	4						
STA	Center for Young Adult Addiction and Recovery	8						
	Department of Sports and Recreation	3						
	Division of Student Affairs	25						
	Marietta Student Affairs	18						
	Student Life Operations	3						
	Student Recreation and Activities Center	1						
UAD	Office of University Development	5						
UCL	Department of Culinary Sustainability and Hospitality	1						
	Department of Leadership and Integrative Studies	2						
	Paulding/Dallas Center*	2						
	University College - Academic Support Initiatives	3						
	University College - Office of the Dean	3						

Response Age in Days (Excluding Weekends)