

KENNESAW STATE Procurement Service Level Agreement (SLA) UNIVERSITY P-Card Incurrent

Select FY

2020

Select Month January

Reporting Month: January

Total Inquiries		Avg. # Days to Response	Avg. # Days Over/Under SLA Goal			
Closed	Total	PCard	PCard			
507	507	1.0	G -1 0			

Closed PCard Inquiries

DIV	Department	Inquiry Count	
AAF	Center for Excellence in Teaching and Learning (CETL)	2	
ААГ	Digital Learning Innovation	1	Goal: 2 Days
	Division of Global Affairs	4	
	Museums, Archives, and Rare Books	1	
		3	
ACM	Office of the Provost and Vice President of Academic Affairs Architecture	3	
ACIVI		_	
	College of Architecture and Construction Management - Office	3 15	
4.D.T.	Construction Management	-	
ART	College of the Arts - Office of the Dean	7	
	Department of Dance	9	
	Department of Theatre and Performance Studies	3	
	School of Art and Design	8	-
	School of Music	10	
ATH	Intercollegiate Athletics	5	
	Intercollegiate Athletics - Men's Basketball	1	
	Intercollegiate Athletics - Softball	1	
AUX	Campus Services	7	
	Residence Life	13	
	University Dining	4	
	University Stores - Kennesaw	8	
BUS	Coles College of Business - Office of the Dean	4	
	Cox Family Enterprise Center	4	
	Department of Economics, Finance and Quantitative Analysis	1	
	Department of Information Systems	3	
	Department of Marketing and Professional Sales	3	
	School of Accountancy	1	
CBO	Card Services Office	3	
	Department of Event and Venue Management	4	
CIO	University Information Technology Services (UITS)	7	
COM	Office of Strategic Communications and Marketing	15	
CPE	College of Professional Education	12	
CSE	College of Computing and Software Engineering - Computer Sci	13	
	College of Computing and Software Engineering - Information	3	
	College of Computing and Software Engineering - Office of th	6	
EDU	Bagwell College of Education - Office of the Dean	13	
	Department of Elementary and Early Childhood Education	2	
	Department of Inclusive Education	1	
	Department of Instructional Technology	1	
	iTEACH Center	2	
EET	Department of Civil and Construction Engineering	2	
	Department of Computer Engineering	4	
	Department of Engineering Technology	2	
	Department of Mechatronics Engineering	12	
	Southern Polytechnic College of Engineering and Engineering	4	
ESE	Cultural and Community Centers	1	
-91	Graduate College - Admissions	3	
	Office of the Vice President for Enrollment Services	2	
FAC	Campus Services - Central Receiving & Distribution	1	
FAC	Division of Facilities Services	1	
	Environmental Health and Safety	5	
	Facilities - Automotive Shop	6	
	Facilities - Design & Construction Services	1	

	Facilities - Landscape and Grounds	1	G	al: 2 Da	vs		
	Facilities - Plant Operations*	7			,.		
	Facilities - Plumbing	2					
	Facilities - Renovation & Repair Services	1					
HHS	Department of Exercise Science and Sport Management	1					
	Wellness Center	1					
	Wellstar College of Health and Human Services - Academy for	1					
	Wellstar College of Health and Human Services - Office of th	13					
HRS	Human Resources*	7					
HSS	College of Humanities and Social Sciences - Office of the De	3					
	Department of Foreign Languages	1					
	Department of Interdisciplinary Studies	5					
	Department of Psychological Science	7					
	Department of Sociology and Criminal Justice	3					
	School of Communication & Media	7					
	School of Conflict Management, Peacebuilding and Development	6					
	School of Government International Affairs	3					
LAF	Legal Affairs	2					
	Public Safety/Campus Police (Non-Emergencies)	16					
LIB	KSU Library System	2					
OFS	Office of Fiscal Services	14					
OUT	Outside Constituent	4					
PRE	Internal Audit Department	5					
RES	Office of Research	33					
SCM	College of Science and Mathematics - Office of the Dean*	19					
	Department of Chemistry and Biochemistry	1					
	Department of Mathematics	3					
	Department of Physics	4					
	Department of Statistics and Analytical Sciences	1					
STA	Center for Young Adult Addiction and Recovery	3					
	Dean of Students	8					
	Department of Career Planning and Development	1					
	Department of Sports and Recreation	7					
	Division of Student Affairs	17					
	Marietta Student Affairs	14					
	Student Life Operations	4					
UAD	Office of University Development	2					
UCL	Department of Culinary Sustainability and Hospitality	4					
5 5 2	Department of First-Year and Transition Studies	2					
	Department of Leadership and Integrative Studies	9					
	Paulding/Dallas Center*	7					
	University College - Academic Support Initiatives	, 1					
	University College - Office of the Dean	5					
	onversity conege office of the Dean	5					

Response Age in Days (Excluding Weekends)



Procurement Service Level Agreement (SLA)

Purchasing Inquiry Analysis

Select FY Select Month

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Total Inquiries	Avg. # Days to Response	Avg. # Days Over/Under SLA Goal
	Reporting Month: January	2020 January

Closed	Total	Purchasing	Purchasing
78	78	1.5	-0.5

Closed Purchasing Inquiries

DIV	Department	Inquiry Count		
AAF	Digital Learning Innovation	1	1	Goal: 2 Days
ACM	Construction Management	5	1	
ART	College of the Arts - Office of the Dean	1		3
	Department of Dance	1		3
	School of Music	1	1	
AUX	Campus Services	1	1	
	University Housing	2	1	
BUS	Coles College of Business - Office of the Dean	1	1	
	Coles College of Business - Undergraduate Programs	3	1	
СВО	Card Services Office	1	1	
010	University Information Technology Services (UITS)	1	1	
сом	Office of Strategic Communications and Marketing	1	1	
CPE	College of Professional Education	4	1	
EET	Department of Civil and Construction Engineering	1	1	
	Department of Computer Engineering	2		2
	Department of Engineering Technology	1	1	
	Southern Polytechnic College of Engineering and Engineering	4	1	
ESE	Enrollment Services - Admissions	1	1	
FAC	Facilities - Design & Construction Services	1	1	
	Facilities - Plant Operations*	2	1	
HHS	Wellstar College of Health and Human Services - Office of th	3		2
	WellStar School of Nursing	1	1	
HON	Honors College	1	1	
HRS	Human Resources*	1		2
HSS	Center for Sustainable Journalism	1		3
	Department of Foreign Languages	1	1	
	School of Communication & Media	2	1	
DFS	Office of Fiscal Services	25		2
JUT	Outside Constituent	4	1	
SCM	Department of Ecology, Evolution, and Organismal Biology	1	1	
STA	CARE Services	1	1	
UAD	Office of University Development	2	1	

Response Age in Days (Excluding Weekends)

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