



VI. **Jerry Hart, PhD, Director of Biological Chemistry, Dan Cronin, PhD, Sr. Associate Dean of Finance and Admin-KSAS, co-chairs of the Procurement Advisory Committee, and Mark Chisamore, MBA, Project Manager**, were introduced. They stated that in August, JHU formally launched the Administrative Excellence Initiative focusing on improving the effectiveness and efficiency of administrative services. The objectives for this initiative include enhancing administrative service levels and reviewing and rationalizing administrative spending. The first area of focus is on procurement to look at the purchasing processes and choices (what JHU purchases, and from whom) in order to identify the best opportunities to improve services and reduce costs while maintaining flexibility and responsiveness. In the initial analysis, potential savings of up to \$24.7M are visible but components within the procurement function will require significant structural changes to realize and sustain these full savings. They presented a “quick hit” implementation update, which includes the spending categories of office supplies, temporary labor, IT software, and lab equipment service contracts. Q & A was held and then Dr. Crino asked them to please keep the Senate informed of their progress. (See attached PPT for complete report on the findings including breakdowns and Quick Hit Implementations.)

With there being no further business Dr. Crino adjourned the meeting at 4:50PM so that those wishing to attend the HSC’s promotion and tenure process panel discussion at 5:00PM could do so.

Respectfully submitted,  
Julie Simon  
Recording Secretary