

 **FW: Contract Review**

Brooke Spillers Crum <bspillers@uls.state.la.us>

Thu, Jul 8, 2010 at 2:01 PM

To: "hamptonc@gram.edu" <hamptonc@gram.edu>, "kmurphy@ltadm.latech.edu" <kmurphy@ltadm.latech.edu>, "pwatkins@mcneese.edu" <pwatkins@mcneese.edu>, "egautier@selu.edu" <egautier@selu.edu>, "sclay@ulm.edu" <sclay@ulm.edu>, "terry.dupre@nicholls.edu" <terry.dupre@nicholls.edu>, "elwood@louisiana.edu" <elwood@louisiana.edu>, "ralphw@nsula.edu" <ralphw@nsula.edu>

Below is an email that Dr. Bruno sent out to the campus CFO's regarding processing contracts. Please forward this message to all who need this information. Thank you.

From: Nick Bruno

Sent: Wednesday, July 07, 2010 5:08 PM

To: Brooke Spillers Crum; Carl Jones; Daarel Burnette; Dave Nicklas; Eddie Meche; Jerry Luke LeBlanc; Joe Thomas; Lionel Naquin; lisa duet; Mike Naquin; Nick Bruno; Robbie Robinson; Ronnie Lajaunie; Sam Domiano; Stephen Smith; Todd Barre'

Cc: Sandra Gillen

Subject: Contract Review

Gentlemen:

I recently had a very productive meeting with Ms. Gillen, the Director of Contract Review, relative to streamlining the approval process. Ms. Gillen was very open to suggestions and will be providing to the system information on training and changes her office is considering.

In the meantime, we did agree that beginning immediately you need not send your contracts through this office for review prior to sending to OCR. Ms. Gillen will upon their review, notify the system of any issues that would need clarification and provide us with a copy of the approved contract. This will allow for more direct contact between your campus and OCR.

We did agree; however, that if recurring challenges arose with a campus(es) the System would be notified and the campus would return to having System Staff's prior approval.

Thanks.

Vice President for Business and Finance

University of Louisiana System

Edward Gautier <edward.gautier@selu.edu>

Additional Contract Processing Information

Brooke Spillers Crum <bspillers@uls.state.la.us>

Fri, Jul 9, 2010 at 8:26 AM

To: Bobbie Babin <bbabin@uls.state.la.us>, Brooke Spillers Crum <bspillers@uls.state.la.us>, Carl Jones <jonesc@nsula.edu>, Daarel Burnette <burnetted@gram.edu>, Dave Nicklas <nicklas@ulm.edu>, Eddie Meche <emeche@mcneese.edu>, Jerry Luke LeBlanc <jerrylukeleblanc@louisiana.edu>, Joe Thomas <jthomas@latech.edu>, Lionel Naquin <lionel.naquin@nicholls.edu>, Nick Bruno <NBruno@uls.state.la.us>, Robbie Robinson <RRobinson@uls.state.la.us>, Ronnie Lajaunie <rpl7290@louisiana.edu>, Sam Domiano <sdomiano@selu.edu>, Stephen Smith <ssmith@selu.edu>, Todd Barre' <tbarre@uls.state.la.us>
Cc: "hamptonc@gram.edu" <hamptonc@gram.edu>, "clay@ulm.edu" <clay@ulm.edu>, "egautier@selu.edu" <egautier@selu.edu>, "elwood@louisiana.edu" <elwood@louisiana.edu>, "ralphw@nsula.edu" <ralphw@nsula.edu>, "terry.dupre@nicholls.edu" <terry.dupre@nicholls.edu>, "kmurphy@ltadm.latech.edu" <kmurphy@ltadm.latech.edu>, "pwatkins@mcneese.edu" <pwatkins@mcneese.edu>

You recently received an email regarding the processing of contracts which allows you to bypass the System office for approval and send your contracts directly to the Office of Contractual Review.

It has come to our attention that there should be one exception to this rule and that is the processing of legal contracts. Because legal contracts require a different routing and approvals process, these contract should still be sent to our office for routing to the Attorney General and the Office of Risk Management for approval. All other contracts can be sent directly to OCR.

Thanks.

Brooke Crum

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