

Division of Finance and Administration

ANNUAL REPORT INFOGRAPHIC

2021-22

50%
Change in Senior Leadership

New AVP for Facilities Management: Mel Manor with Melinda Bowers returning to Emerald Coast campus full-time

New Director for Procurement: Christine Miller with Angie Jones retiring

New Director for Environmental Health & Safety: Michael Cobb with Nicole McDonald moving to the Emerald Coast campus

New Business in Argonaut Village

Eurasian Bistro opened in June 2022 offering Vietnamese-Infused Cuisine. Additionally, the restaurant has a team of robots. Featuring an innovative bionic design language, cute modeling, multi-modal interactions, and many other functions such as Birthday Mode, the BellaBot provides diners with an unprecedented food delivery robot experience unlike anything experienced before. Teaming with Bella is the HolaBot, the dish returning robot. Between this dynamic duo and the serving staff, diners are afforded a unique dining experience.

7

DEPARTMENTS

194

EMPLOYEES

Total E&G Operating Budget: \$12,527,164



Parking Permits Issued

6,232

↑ 62% annual increase

Process Efficiencies

The Procurement and Contracts department saw an 85% turnover during the past year but continued to make strides toward excellence in service.

Procurement: Workflow Enhancements
In an effort to build efficiencies in the requisition and purchase order process, Procurement & Contracts launched two new workflow enhancements to streamline the process for providing backup documentation to requisitions and requesting modifications to Purchase Orders. The enhancements: Requesting a Procurement Requisition Review & Requesting a Modification or Change to a Purchase Order. Confluence pages have also been made available for step-by-step guidance to access and submit the tickets.

Procurement & General Counsel: Revised process improvements for better workflow
Contracts for the procurement of goods or services that require legal review now are returned to the original format upon completion of legal review. The fully executed contract will then be uploaded to the KREQ ticket upon receipt.



Dining & Catering

\$4,808,367

↑ 51% annual increase



Coffee with a Cop

938 Interactions

↑ 260% annual increase



Health & Safety

Led 30 Courses

taught to 677 students and staff

Facilities

19,118 Completed Work Orders

1,593 per month average



Division of Finance and Administration
UNIVERSITY of WEST FLORIDA

Controller's

\$503,602 Cash Payments Processed

↑ 86% annual increase