A message from FLORIDA STATE UNIVERSITY

This message has been approved by Sally McRorie, Interim Provost and Executive Vice President; Kyle Clark, Vice President for Finance & Administration; and Michael Barrett, Associate Vice President and Chief Information Officer, for distribution to all deans, directors, department heads and budget managers.

Florida State University recognizes the importance of purchasing and integrating emerging technologies with the university's existing enterprise systems to meet the evolving needs of the community. In order to plan and prioritize software purchases, all enterprise-system-dependent software purchases and installations must be channeled through the appropriate approval process. Enterprise systems primarily refer to myFSU applications, including Financials (FI), Human Resources (HR), Student Central (SC), Business Intelligence (BI) and Customer Relationship Management (CRM).

If your department plans to purchase software that may need to integrate with enterprise systems, the purchase must be endorsed and sponsored by a Vice President. Once sponsored by a Vice President, the proposed purchase and accompanying integration plan will be presented to the ERP Management Council for review, approval and prioritization. ERP Management Council approval must be obtained prior to completing the software purchase.

Please note that this approval process applies to all enterprise-system-dependent software purchases.

For more information, contact the Office of Finance and Administration at 850-644-4444.