

Automating Vendor Onboarding & Maintenance

Strategies and Innovation Session

TASSCUBO Primary Members Meeting

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Presenters



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Agenda

- About UTA + PaymentWorks
- Challenges with Vendor Management
- Solving for the Challenges
- Key Takeaways
- UTA Stats

About Us

The University of Texas at Arlington



48,000+
students

**Employing nearly
5,000 faculty and
staff**

\$800M+
Operating
Budget

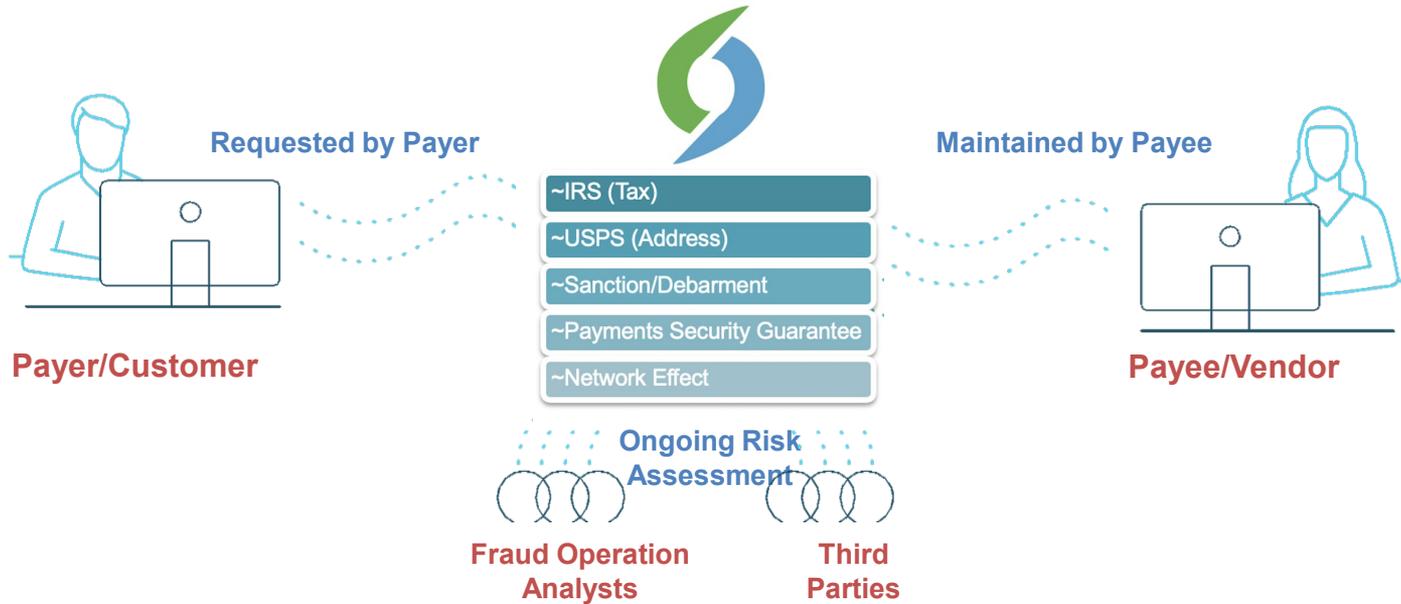
**Carnegie R1 -
Very High
Research Activity**

**Texas Tier One
Research
University**

**Non-Payroll
Disbursements
FY22:
15,217**

About PaymentWorks

Digital Supplier Onboarding for Secure, Compliant and Optimized Business Payments



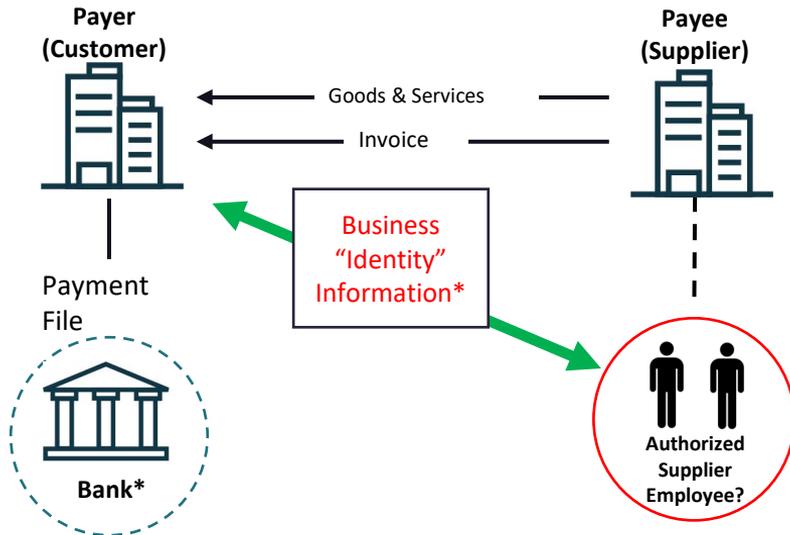
Challenges With Vendor Management

Vendor Management Pain Points

- Security of data
- Validity of data (both human error and fraud)
- Compliance risk
- Messy vendor file



A Prevalent Problem

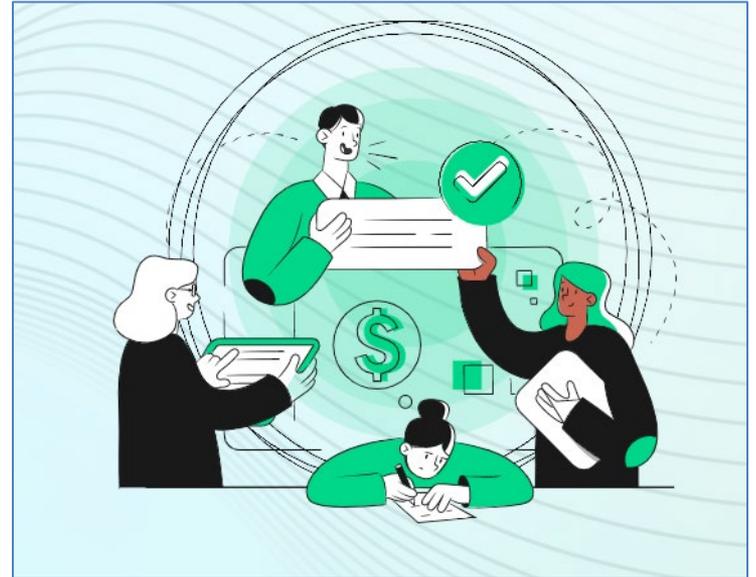


- Identity Information is difficult to verify!
- 99% of organizations collect identity information manually.
- Distributed procurement environments make Business Payments Fraud even more challenging.
- Ownership and governance of Business Payments Fraud isn't implemented until risk is exposed
- Financial losses are not the only risk
 - Reputational risk
 - Regulatory risk

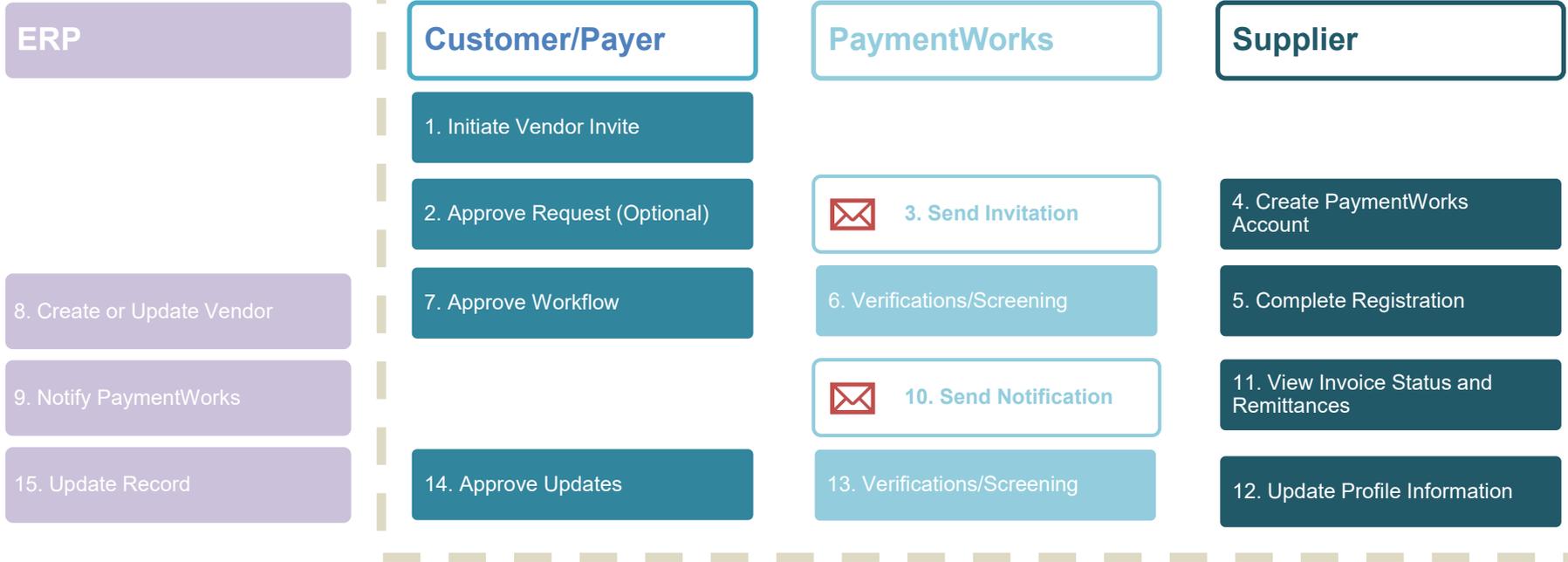
Solving for the Challenges

Strategy + Execution

- **Reduce Risk**
 - Eliminate manual vendor onboarding processes
 - Automate input to ERP
 - Secure information
- **Increase Transparency**
 - Notify stakeholders throughout process
 - Use a single invitation and onboarding process to eliminate redundant information gathering
 - Give suppliers insight into status on onboarding and invoice payments



Onboarding Process Flow



Benefits for the University

- Mitigating risk and having peace of mind knowing where the information is vendor originated
- Automating various areas of compliance for suppliers- no more manual checks
- Automating entry of information into the ERP
- Increased transparency of workflow for internal and external stakeholders



Benefits for the Supplier

- Eliminates email as a means of sending sensitive identity data
- W9 automatically created with up-to-date information
- No hardcopy paperwork to complete- everything online
- Can make one update and sent to multiple institutions at once
- Peace of mind that their payment information will not be changed without their knowledge
- Free for suppliers to use

**“If I could get all of my clients on
PaymentWorks, I’d be happy.”**

*Kevin Kientz, CFO
Academic Impressions*



Key Takeaways and Lessons Learned

Resulting Challenges With Vendor Onboarding

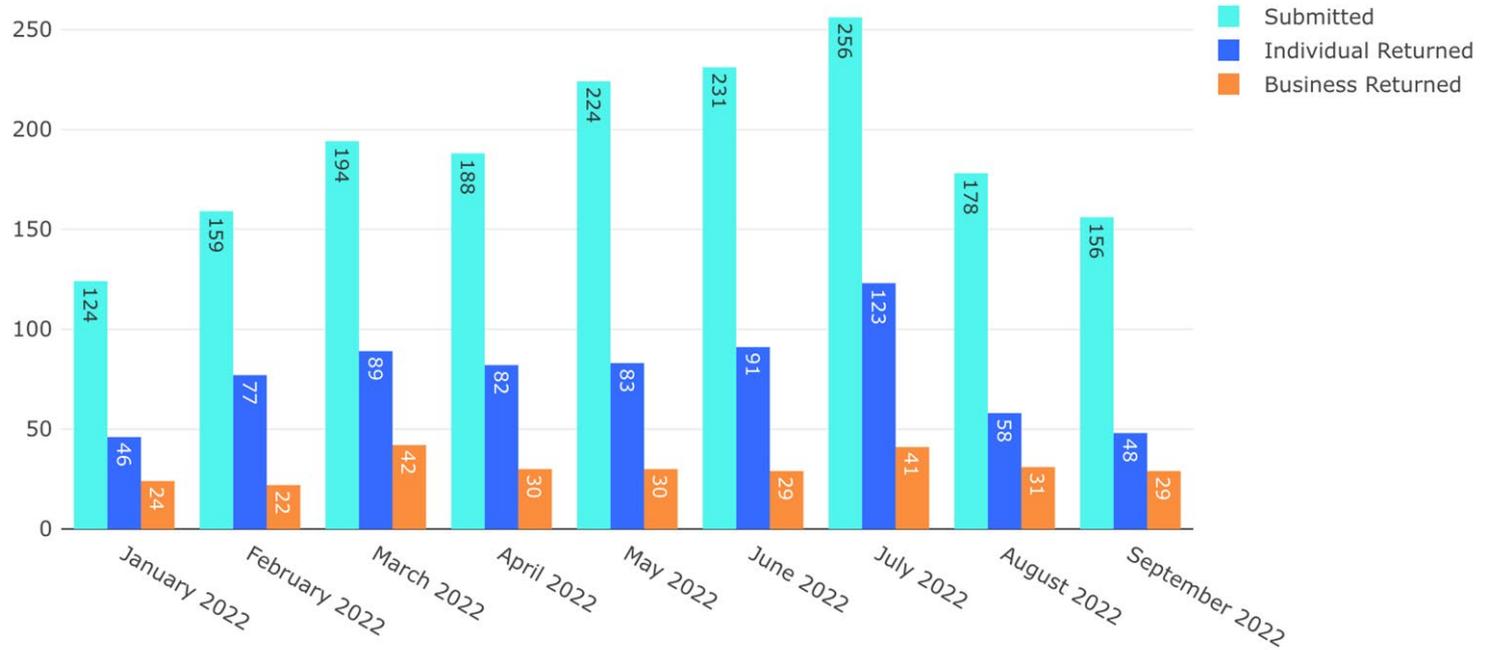
- State of Texas requirements- challenging for vendors
- Catching errors prior to ERP input = longer wait times for vendor numbers and PO's

Lessons Learned

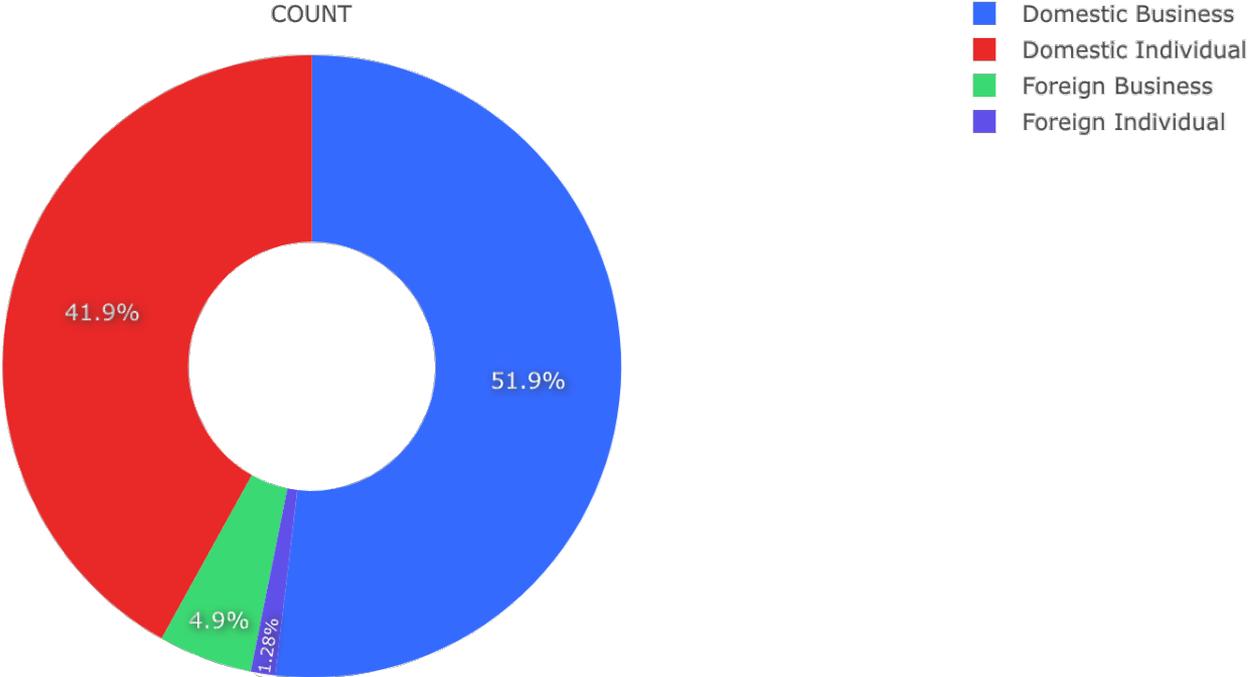
- Innovation doesn't happen without great change management
 - Shift to proactive vs reactive vendor info collection
 - Buy in from all stakeholders
 - Think through your communication plans to aid in change acceptance
- Technology needs
 - Integration to ERP – planning and resource constraints

UTA Data

Returned Submissions



UT Arlington Supplier Categories



PaymentWorks Usage

4,327

UT Arlington
Vendors
Connected

2,821

Bank Accounts
Collected

979

UT Arlington
Users

270

Users that have
Initiated an
Invitation

Benefits

Security Benefits



REFINES
PROCESS



ENHANCES
SECURITY



MITIGATES
RISK

Campus Benefits



NO COLLECTION OF
SENSITIVE
DOCUMENTS



NO FILLING OUT FORMS
ON BEHALF OF
SUPPLIER



INCREASED VISIBILITY OF
SUPPLIER ONBOARDING
STATUS

Supplier Benefits



SECURE
SUPPLIER
PORTAL



INCREASED
VISIBILITY



VARIOUS
PAYMENT
SETTINGS