



2018 TOAL Annual Meeting Preliminary Program Schedule

Sunday, September 30

Time	Session	Presentation Summary	Speaker(s)
10:30 am – 12:30 pm	Past President & Board of Directors Meeting (Invite Only)		
1:00 pm – 4:00 pm	Mini Institute: <i>The Importance of Contract Management</i>	The Mini Institute, The Importance of Contract Management, will be facilitated by several former TOAL Past Presidents. This will be an inter-active working session with the facilitators and the attendees. Often there are several ways of handling Contract Management through Procurement. Contract Management does involve making an investment, setting the groundwork and actual contractual verbiage and follow up. This mini-institute will cover the resources, processes, contractual terms and documenting the review and follow up. We will use several different examples of contracts and will work as a team in determining the best contract management techniques to assure that the performance on the contract is completed as per the agreement. Do we really have time to do contract management? Can we afford not to invest in Contract Management? Come to the mini-institute and be part of the solution for procurement and your institution.	Carol Barnhill C.P.M., CPPO, APO, Arkansas State University-Jonesboro Jane Benton, CPPO South Government Sourcing Solutions Linda Fast, APO, CPPO, CPPB, University of Arkansas Mary Sue Goldwater, C.P.M. E&I Cooperative Services
3:00 pm – 6:00 pm	Registration		
5:00 pm – 6:00 pm	New Attendee Orientation	Veteran TOAL Officers and volunteers will welcome new attendees. Meet with peers from near and far. Receive some pointers for maximizing your success in TOAL – A MUST for new attendees.	Robby Bounds, Texas A&M University
7:00 pm – 9:00 pm	Welcome Reception: <i>Monopoly Night</i>	Meet and visit with old friends, new attendees and enjoy an event with great food, open bar, fun and entertainment!	



2018 TOAL Annual Meeting Preliminary Program Schedule (continued)

Monday, October 1

Time	Session	Presentation Summary	Speaker(s)
7:30 am – 12:00 pm	Registration		
7:00 am – 8:30 am	Breakfast		
8:00 am – 12:00 pm	Exhibitor Move-in		
9:00 am – 10:30 am	Opening General Session & Keynote Presentation <i>Dare to Lead</i>	Three ways to make your mark within and beyond your organization.	Betsy Allen-Manning
10:30 am – 10:45 am	Break		
10:45 am – 11:45 am	Concurrent Session (Regular Training Track) <i>Vendor Show: How to Have a Successful One</i>	Do you have an annual show? Would you like to have a show but don't know where to start? This program is designed to give you tips and ideas to have a successful show and have a waiting list of vendors to attend.	Carol Barnhill, C.P.M., CPPO, APO, & Nanya French, Arkansas State University – Jonesboro
	Concurrent Session (Advanced Training Track) <i>From Leadership to Becoming the Ideal Team Player in Procurement</i>	It's easy to tell managers they need to display leadership, only to get frustrated when it doesn't happen. It's easy to preach about being a team player then get irritated when people don't work together. The essence of the problem lies in a lack of practical understanding of what leadership is and clarity on what an ideal team player is. This presentation will help define these characteristics in a way that is easy to implement into our daily interactions with our teams.	Darla Stewart, C.P.M., CTPM & Kirsten Eadie, CTP University of Texas – Austin
11:45 am – 1:00 pm	Lunch & NAEP/E&I Updates	During lunch listen to updates on what's new and available at NAEP. We will hear excited news about E&I offerings and any changes that may affect anyone using their contracts.	NAEP & E&I Representatives
1:00 pm – 5:00 pm	Vendor Exhibit Grand Opening	This is an excellent opportunity to achieve one-on-one interaction with our exhibitors and sponsors.	
7:00 pm – 9:00 pm	Night on your Own		



2018 TOAL Annual Meeting Preliminary Program Schedule (continued)

Tuesday, October 2

Time	Session	Presentation Summary	Speaker(s)
7:30 am – 12:00 pm	Registration		
7:00 am – 9:00 am	Breakfast		
7:30 am – 8:30 am	<i>KPIs: What's the Indicator Actually Indicating?</i>	Higher Education procurement is reliant on data. Mature procurement organizations have developed systems to analyze and utilize data for process improvement. This presentation will provide guidance on key performance indicators (KPI's) that institutional procurement offices should be calculating, tracking and analyzing.	Jennifer Adling, CTP, CTPM, Texas Tech University
9:00 am – 10:30 am	General Session: <i>Export Controls</i>	The basic build of Texas A&M AgriLife's approach to promoting and building a culture of ethical export control compliance is foundationally placed upon providing high quality service to our customers in tandem with centralizing export control related compliancy functions. AgriLife Risk and Compliance's role in our institution's stewardship in the arena of export controls compliance is to continually provide such services while achieving a balance in not adding any undue burdens on our customers. Because export controls laws and regulations are dynamic, complex, and fluid, the "everyday" burden is not placed entirely on the customer, but rather reinforced through communications at all facets of the export control arena with procurement being a foundational phase.	Jamie Ausley & Lauren Schroeder Texas A&M AgriLife
10:30 am – 10:45 am	Break		
10:45 am – 11:45 am	Concurrent Session (Regular Training Track) <i>Increased RFX Productivity Using Technology</i>	A better understanding of how technology improves productivity. How the process improves RFX events and evaluation. Ability for improved visibility of entire process. How use of templates/technology decreases engagement turnaround. Ability of users interface 24/7. Reduction of errors.	Debbie Reynolds, CTPM, CPCP University of Texas – Dallas

10:45 am – 11:45 am	Concurrent Session (Advanced Training Track) Managing and Mitigating Risks	Cradle to grave summary of managing and mitigating contract risks. Examine the risks associated with contracting and our participation as Procurement and Strategic Sourcing professionals. This includes the level and degree of involvement of the end users, management and the supplier.	Charlie Brooks University of Texas – Arlington
11:45 pm – 1:00 pm	Lunch		
1:00 pm – 2:00 pm	General Session: Government Procurement & Contracting	Legislative and Regulatory Sources of Authority; Key Contracting Objectives; Contracting Process; Role of GSA, Sources other than award of a new contract, Educational services agreements; Contracting administration, alternatives and complications; What goes into awarding the contract; Disputes/Final Decisions/Claims and Litigation	Thomas Duffy, J.D. Texas A&M University
2:00 pm – 2:15 pm	Break		
2:15 pm – 3:15 pm	Concurrent Session (Regular Training Track) Sole Source Procurement: Difficulties, Concerns & Potential Resolutions	Controls should be established to enable institutions to procure the goods or services necessary and ensure compliance with federal, state and institutional policies. This presentation will provide guidelines to develop best practices for sole source procurements that will help to mitigate risks, compliance issues, and vendor protests.	Cathy Clifford, CPPB, CTPM, CTCM & Kellee Smith, CPPB, CTP, Texas Tech University
	Concurrent Session (Advanced Training Track) Update: Uniform Guidance for Federal Awards 2 CFR 200	The time has finally come and the three-year grace period for the Procurement Standards section of 2 CFR 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) is over. The question is, "Are you prepared?" This session will cover all the points you'll need to know to examine your institution's readiness.	Burr Millsap University of Oklahoma
3:15 pm – 4:15 pm	Concurrent Session (Regular Training Track) Basic Purchasing Law	What are the basic legal foundations for what we do, day-in and day-out? Is it really a "contract"? Do we have authority? What do some of the terms that we use in our documents really mean? This seminar is meant to offer the opportunity to have a refresher of basic contract and purchasing laws used every day.	Alan Phillips, CPPB CTPM TOAL Past President Dietrich von Biedenfeld University of Houston– Downtown
	Concurrent Session (Advanced Training Track) FINALLY!! Finding a GPO without Consternation	Finding and utilizing GPO's in today's fast paced procurement environment. We will examine previous methods used that proved to be cumbersome and present the current system being used by Texas Tech Health and Sciences Center. The usage of the GPO search tool has moved procurement to the next level.	John Rodriguez & Thi Bui Texas Tech University – Health Sciences Center
7:00 pm – 10:00 pm	Host Committee Event: <i>Hollywood/Casino Night</i>	Come dressed as your favorite Hollywood character	



2018 TOAL Annual Meeting Preliminary Program Schedule (continued)

Wednesday, October 3

Time	Session	Presentation Summary	Speaker
7:00 am – 9:00 am	Breakfast		
9:00 am – 10:30 am	Closing Keynote Presentation <i>The Other Dr. Pepper</i>		Will Pepper, Ph.D.
10:30 am – 11:00 am	Business Meeting & Raffle Prizes		