



Policy # 57002

OUTSOURCING

Original Effective Date: October 18, 2002

Reviewed Date: March 15, 2022

Responsible Office: Purchasing

Division: Finance

I. PURPOSE/OBJECTIVE

To ensure that all outsourcing agreements made on behalf of Grambling State University (GSU) are consistent with GSU's mission.

To ensure that the development and implementation of any proposal to outsource operating units or functions currently performed by GSU's staff is carried out in an honest and ethical, rigorous, transparent, consultative manner that ensures the University's best interests are served and are in compliance with federal, state rules and regulations and university policy.

II. STATEMENT OF POLICY

GSU will consider outsourcing of operating units or functions currently performed by the University's staff where such outsourcing could improve efficiency and effectiveness and allow the University to dedicate itself to its core missions of teaching, research, community service and the administrative support of that missions.

The University will approach outsourcing with care and due diligence. Proposals to outsource will include a rigorous cost benefit analysis that takes into account both economic factors and potential impacts on affected staff and constituencies. The University will approve proposals to outsource only where the proposal is supported by a clear and achievable business case.

When considering a proposal for outsource GSU will ensure that:

- A. Effective, appropriate consultation occurs with affected constituencies.
- B. Serious considering is given to alternatives to outsourcing, including those put forward by staff associations and other affected constituencies.
- C. Full consideration is given to opportunities for alternatives employment of affected staff.

- D. Proposal are developed and implemented in accordance with guidelines of the Board of Supervisors for the University of Louisiana System staff.
- E. Complete information on the business case for outsourcing, including detail of the advantages and disadvantages of all options considered, is provided to staff associations and other affected constituencies.
- F. All outsourcing contracts will be reviewed by the University's legal counsel.
- G. All outsourcing contracts must be signed by the President and by the Vice President for Finance.

III. REVISION/REVISED HISTORY

October 18, 2002-Effective Date