

# Procurement Purpose

1st Edition  
May 2026



PROCUREMENT AND  
STRATEGIC SOURCING

## Mission Statement:

The Department of Procurement and Strategic Sourcing at University of Maryland, Baltimore County (UMBC) empowers the university's mission by delivering compliant and value-driven solutions. We are committed to conducting university business in a fair, open, and transparent environment, ensuring full compliance with all applicable laws and regulations.

## Our core objectives include:

- **Value Driven Solutions:** Develop and manage contracts that maximize value, reduce costs, and leverage technology to enhance institutional effectiveness.
- **Supplier Diversity and Inclusion:** Promote equitable access to procurement opportunities by supporting diverse suppliers and advancing participation in the State of Maryland diversity programs.
- **Operational Excellence:** Enhance campus efficiency by streamlining processes, empowering stakeholders, and expanding procurement tools and resources.

We connect university needs with market solutions to ensure compliance and advancing a culture of excellence and stewardship.



# A Note From Our Executive Director

## Welcome to the First Edition of the Procurement Newsletter

It is with great excitement that we introduce this newsletter as a new way to connect, communicate, and grow together as a community. Procurement is often seen as a process, but at its core, it is about people, partnerships, and the shared commitment to supporting the mission of our institution.



We recognize that navigating procurement can sometimes feel complex, and our goal is to make it more transparent, approachable, and supportive. This newsletter serves as a reliable resource and a bridge to bringing clarity, consistency, and connection to the work we do every day.

Through each edition, we aim to:

- Share important updates on policies, procedures, and initiatives
- Highlight upcoming opportunities and key deadlines
- Offer tips and best practices to support your success
- Promote vendor engagement and outreach opportunities
- Celebrate the partnerships and progress we achieve together

We believe that when communication is open and collaboration is strong, we all succeed. If there's one takeaway—Engage us early. We're here to partner with you every step of the way. Thank you for being part of this journey with us.

With appreciation,

Rosetta Butler, CPPB, CMPO

Executive Director of Procurement and Strategic Sourcing



# Procurement is Certified!

In this first edition we would congratulate David Clurman, Ann Fusselbaugh, Beckie Gotsch, Teri Michel, and Nneka Miller for obtaining their Certified Maryland Procurement Officer Certification (CMPO) and their Certified Maryland Procurement Associate (CMPA). The CMPA and CMPO is the credentialing program for procurement officers and associates in the professional Procurement Career Group within the State of Maryland. Their achievements strengthen UMBC's ability to deliver compliant, efficient, and innovative procurement solutions.

## About the Certifications

- **CMPA:** Focuses on foundational principles for new professionals and acts as a prerequisite for the CMPO. The curriculum covers ethics, small procurement, eProcurement, and contract management.
- **CMPO:** Designed for experienced staff in the State's Procurement Career Group, focusing on advanced procurement law, competitive bidding, and project management. It requires 60 hours of virtual training, and an 80% score on the final assessment.
- **CPPB:** Emphasizes practical skills in sourcing, contract administration, legal compliance, and ethical procurement practices to ensure efficiency and accountability in government purchasing.

Please join us in congratulating the UMBC Contract Administrators for their hard work, diligence, and dedication to expanding their knowledge base to better serve the UMBC community as a whole.



David Clurman  
CMPA, CMPO



Ann Fusselbaugh  
CMPA



Beckie Gotsch  
CMPA, CMPO



Teri Michel  
CMPA, CMPO



Nneka Miller  
CMPA, CMPO  
CPPB



# Procurement is Certified!

## Pomp and Circumstance



Pictured from top to bottom, Teri Michael, Beckie Gotsch, and David Clurman at the CMPO graduation ceremony held April 16, 2026



# Updates and News

## **PAW:**

Coming down the pipeline will be some new and exciting Paw updates starting with the requisition process. In Fiscal Year 27 we will begin a rollout and campuswide training of the new Procurement Request process, including a streamlined way to enter contracts, requisitions, and software/cloud service requests.

Thanks to our Procurement Focus group we have heard from members of campus about the difficulty surrounding how to requisition goods and services. It is Procurement's goal to lessen the load on the greater UMBC community and more information will be available shortly.

## **Unauthorized Procurement Form:**

In June 2026, we will be introducing the Unauthorized Procurement form. The purpose of this form is to identify and document any unauthorized or “after-the-fact” purchases to ensure compliance with university procurement policies and applicable regulations. Unauthorized purchases occur when an individual enters into a transaction without proper delegated authority or outside established procurement procedures. This includes committing funds or receiving goods or services without following the required purchasing processes.

An example is when a software or cloud services is purchased on a P-Card prior to receiving approval. It is important to understand that under UMBC policy unauthorized purchases may be considered a personal obligation of the individual making the purchase.

## **Website Upgrades:**

You may have noticed a few changes to the website structure. Our goal is to make the website easier to navigate and more accessible for the UMBC community as well as suppliers that visit.

Improvements include:

- Updated FAQs page for suppliers
- New visible tiles
- Supplier resources page



# Do you know your Preferred Providers?

**Preferred Providers** - a preferred Provider refers to specific entities that state agencies are required by law to use first when procuring goods or services, before seeking competitive bids.

## About Preferred Providers:

**Blind Industries and Services of Maryland (BISM)** is a 501 c3 nonprofit organization who supports the blind community by providing stable and rewarding career opportunities, innovative rehabilitation programs, economic and personal independence, and appropriate resources for training and education. - [BISM Website](#).



**Maryland Correctional Enterprises (MCE)** provides structured programming for participants by improving interpersonal skills and employability upon release, enhancing safety and security by reducing prison idleness, and producing quality goods and services while remaining a financially self-supporting State agency. - [MCE Website](#)

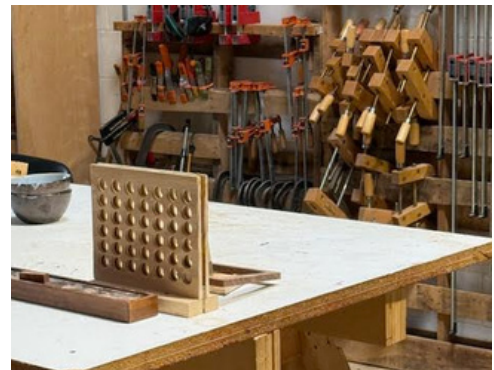




# UMBC Procurement Field Trip

On April 8th, the Procurement Team was graciously invited to tour the BISM facility headquartered in Baltimore. On our tour we were able to view the braille library, classrooms, woodworking room, teaching kitchens, and computer lab. All of the areas were designed to teach and enhance independent living skills to those with varying visual impairments.

These free programs share a common goal of increased independence for blind and low-vision adults and are supported by the sale of products like BISM copy paper, legal pads, and cleaning supplies. This experience reinforced the impact procurement decisions can have beyond campus. Supporting communities and changing lives.



BISM Photos: Christina Carvin, David Clurman, Teri Michel



# Coming Soon

## Events and Activities

P-Card Training ..... [May 20 at 10am](#)

Supplier Spotlight: Club Colors ..... May 22 at 10am

NEW Procurement Process ..... July 2026  
Training

Campuswide Survey ..... September 2026



## Contact Us

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## Helpful Tools and Links

[\*\*Paw Procurement Training and Forms\*\*](#)

[\*\*myUMBC Procurement Group\*\*](#)

[\*\*P-card Information\*\*](#)

[\*\*Add or Edit a New Supplier\*\*](#)

[\*\*Have a question? Send an RT!\*\*](#)

Your Procurement and  
Strategic Sourcing Team