Roosevelt University

Policy on Woman-and Minority-Owned Vendors

Policy 6.5

Responsible Executive: VP for Finance & Administration and CFO

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POLICY ON WOMAN- AND MINORITY-OWNED VENDORS

ROOSEVELT UNIVERSITY

November 17, 2006

Purpose: To ensure that a higher proportion of goods and services are provided to Roosevelt University by woman- and minority-owned businesses.

Rationale: Roosevelt University's longstanding mission of social justice and equal educational opportunity should also be manifest in the business relationships it establishes to support University operations and to make possible its core activities, teaching and learning. These relationships should also be commensurate with the high standards to which the University is committed in its academic programs and services to students.

Policy: Roosevelt University encourages woman- and minority-owned businesses (including but not limited to those so certified by the State of Illinois or City of Chicago) to offer their goods and services to the University. Roosevelt University will work proactively to identify women and minority vendors, via such methods as outreach on the RU website, use of the online Chicago Minority Business Development Council (CMBDC) database and Illinois Minority and Female Business Enterprise (MAFBE) Directory, attendance at supplier diversity fairs and events, and review of vendors listed through the Educational & Institutional Purchasing Cooperative.

Roosevelt will invite woman- and minority-owned vendors to respond to requests for proposals for goods and services. The University will consider woman- and minority-owned businesses as potential vendors on an equal basis with all other qualified bidders. Purchasing decisions and service contracts will be based on fair and objective assessments of quality, service, competitive pricing, and ability to meet technical specifications. The Purchasing Office will report to Executive Council annually on the University's success in engaging woman- and minority-owned vendors.