

# Phase 2 Dashboard 01/14 Update

Wave 1 Project	Current Status (identify recent engagements, deliverables, etc.)	What's Next
<b>Strategic Purchasing</b> – Scientific Supplies MRO Supplies Computer Bundles Office Supplies	<ul style="list-style-type: none"> <li>The Phase II team has collected some baseline and preferred products purchased data, and is reviewing initial reports.</li> <li>Products in the initial review include toner, pens and other general office supplies.</li> <li>The Computer Bundles sub-team has identified and recommended one desktop and three laptop computer configurations (bundles) to the Core team.</li> <li>The next team update will be January 22, 2013.</li> </ul>	<ul style="list-style-type: none"> <li>Refining the data collection plan that will measure changes in campus purchasing behavior for the relevant product categories.</li> <li>Negotiate computer bundle purchases with vendors.</li> <li>Develop plan to tell campus users about the computer bundles which are recommended for purchase.</li> </ul>
<b>Email &amp; Calendaring</b>	<ul style="list-style-type: none"> <li>A presentation was made to the Administrative Council on January 9 to update them on the progress of the project.</li> <li>A Request for Services has been distributed to four vendors to secure consultants to assist with the Office 365 implementation.</li> <li>Updates were made to the FAQ's and a new page on decision-making was introduced on the transition web site.</li> <li>The next team update will be January 22, 2013.</li> </ul>	<ul style="list-style-type: none"> <li>A report will be generated outlining the prioritized needs and recommendations regarding allowance for and management of multiple accounts.</li> <li>An email from the CIO will be sent to deans, directors, department heads and others, requesting their assistance in identifying the administrators to participate in the upcoming email &amp; calendaring census.</li> <li>Obtain professional services for experienced assistance in implementing Office 365, particularly the active directory.</li> </ul>
<b>Data Center Aggregation</b>	<ul style="list-style-type: none"> <li>The Facilities sub-team is crafting guidelines for identifying data centers, and will deliver their recommendations by early February.</li> <li>On January 14, the Campus Services sub-team will begin interviews via survey and site visits to complete a campus needs assessment. They will deliver the survey results in early February.</li> <li>The Communications sub-team has identified audiences and key message points for the development of a communications plan.</li> <li>The next team update will be January 22, 2013.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to execute the Facilities Data Collection Plan, gathering requirements from campus data centers to be completed by the first week of February.</li> <li>Draft structure and content for a transition web site.</li> <li>Continue to develop communications plan and timeline.</li> </ul>
<b>Instructional Space Utilization</b>	<ul style="list-style-type: none"> <li>The Instructional Space Inventory Data team continues to collect the room attributes data. The team has outlined process requirements for establishing and maintaining a complete and accurate set of attribute data and is drafted project recommendations.</li> <li>The Instructional Space Utilization Review Process team completed developing criteria for removing rooms from analysis because the primary use is not instructional. The team continues to develop criteria to evaluate underutilized rooms. The team has begun to review policies that affect instructional space room utilization.</li> <li>The next team update will be January 22, 2013.</li> </ul>	<ul style="list-style-type: none"> <li>The next steps for the Instructional Space Inventory Data team are to complete data collection and finalize process requirements and begin preparing the project summary report.</li> <li>The Instructional Space Utilization Review Process work teams have begun summarizing the most significant issues related to underutilization criteria, utilization practice in general assignment and departmental rooms and scheduling policy enforcement and adherence.</li> <li>Both teams plan to meet with the Communications team in January to discuss core messages related to campus-wide education initiatives.</li> </ul>

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<b>Enterprise IT Decision Making Future State</b>	<ul style="list-style-type: none"> <li>The team is developing the business case to support the recommended decision making model. The team plans to present this plan to the Steering Committee by the end of January.</li> <li>The AE Advisory Committee and Administrative Council were updated on the progress report previously presented to the Steering Committee.</li> <li>The next team update will be January 22, 2013.</li> </ul>	<ul style="list-style-type: none"> <li>The team will continue to engage and share material with campus stakeholder groups, including MTAG, and the ITC.</li> <li>Following presentation to the Steering Committee, the team will present their recommendations and business case to the AE Advisory Committee in early February.</li> </ul>
<b>Resource Allocation</b>	<ul style="list-style-type: none"> <li>This project will tie resource allocation more closely to current and anticipated future funding needs, balancing the need for stability with the need for flexibility to fund activities of strategic importance to the university.</li> <li>Recommendations for deliverables are under review by the Vice Chancellor for Finance and Administration, with initial implementation planned for the end of the spring semester 2013.</li> </ul>	<ul style="list-style-type: none"> <li>Transition to a longer term view with a plan to generate a set of deliverables by the end of the spring semester 2013.</li> </ul>

# Phase 2 Dashboard 01/14 Update

Completed Projects	Current Status (identify recent engagements, deliverables, etc.)	What's Next
Enterprise IT Decision Making Current State	<ul style="list-style-type: none"><li>The team's work is now complete.</li></ul>	<ul style="list-style-type: none"><li>The work of this team forms the basis for the work of the Enterprise IT Decision Making Future State team.</li></ul>
Policy Framework	<ul style="list-style-type: none"><li>The Policy Framework team met with Vice Chancellor Darrell Bazzell to share their recommendations. The team has now concluded its work.</li></ul>	<ul style="list-style-type: none"><li>Drafts of templates to assist staff in developing administrative policies and procedures are now posted on the Administrative Excellence website.</li></ul>