Administrative Excellence Advisory Committee

--- MEETING NOTES---

Highlighted Activities:

Project Timeline and Status –
Alice Gustafson said the Business Services workstream is in its final stages. She anticipates it being presented to the Advisory Committee at the next meeting. The Auxiliaries review also is moving forward. In addition, a draft charter related to the budget assessment was distributed. Alice said this assessment will have two parts: (1.) Requirements gathering for a new enterprise financial planning and analysis system, and (2.) A review of policies, processes and procedures related to financial resource planning, allocation, and analysis. Brad Barham said the budget component of the Huron engagement is extremely important and may lead to fundamental changes in how we do business at UW-Madison in terms of planning budgets and generating and re-investing profits.

Review of survey results –
Huron distributed documents pertaining to the prioritization survey of Advisory Council members and the ex officio/staff group. Scott Friedman said there was an excellent response rate of more than 80%. The survey focused on questions that warrant further study, the most pressing problems, and solutions that would provide the most value to UW-Madison.

The survey found that respondents considered two of the most pressing questions to be those focusing on distribution of research administration staff and proliferation of facilities organizations across campus. Irwin Goldman noted that the survey found the group in agreement on the most important questions as well as areas that would face the most cultural resistance on campus.

The survey also found clear consensus that space utilization and information technology governance and funding are the most pressing problems. However, the survey found that the anticipated cultural resistance on campus to solving the problems varied between Advisory
Committee members and the ex officio/staff group. Overall, cultural resistance was rated low as a factor for prioritizing opportunities, Scott said. He said this finding indicates that the campus may be ready for change.

In the area of solutions that would add value to the University, the survey found consensus around server virtualization, common class scheduling, and a common e-mail/calendar system. Unlike with the problems, where there was a strong positive correlation between importance and anticipated cultural resistance, there are solutions that may not face strong opposition from the campus. Julie Underwood said some of the IT issues are good to move forward with because they already have been “teed up” in some academic units. In addition, she said, the campus has a strong IT strategic plan.

Irwin said we need to be careful not to give the impression that the campus will ignore issues that weren’t ranked as high priorities. Some of these issues already are being addressed by other entities on campus, he said. Alan Fish said we need to develop a “switchboard” that will help monitor issues that may not be campus-wide enterprise issues but still are important. Jeff Shokler said this system for tracking issues should include other initiatives and how they fit into Administrative Excellence.

Addressing the survey results related to factors for prioritizing opportunities, Irwin said he was interested in the finding that mitigating risk was ranked so highly by the ex officio/staff group. He noted that the Administrative Excellence initiative has been marketed largely as an effort to gain efficiencies. In response to Irwin’s comment, Don Miner said the ex officio/staff group understands how expensive and time consuming it can be to deal with something that goes wrong. Advisory Committee members identified service, efficiency and financial impact as the most important factors for prioritizing opportunities.

Committee members expressed satisfaction with the survey as a tool for communicating perspectives on different opportunities. The Huron consultants said they are open to suggestions for tweaking the survey.

Wrap up –

The next meeting will include a review of the Business Services workstream. The Huron consultants said the full Research Administration report is available on the MyWebSpace site and also may be discussed at the next meeting.

NEXT MEETING WILL BE:
Thursday, September 1 10 am to 11:30 am in Room 260 Bascom