# Phase 2 Dashboard 2/24 Update

<table>
<thead>
<tr>
<th>Wave 1 Project</th>
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<th>Project Week #</th>
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</thead>
</table>
| Strategic Procurement - MRO         | Paul Broadhead| • Team Meeting on February 22\(^{nd}\)  
  • Reviewed mini-group data analysis for target sub-categories with entire team  
  • Discussed savings opportunities and brainstormed recommendations  
  • Team currently constructing financial model template |                                                                              | 7              |
| Strategic Procurement - Scientific Supplies | Mike Hardiman | • Team meeting on February 21\(^{st}\)  
  • Team brainstorming of questions for stakeholder engagement, and team discussion of resulting questions at 2/21 meeting  
  • Team review of additional data analysis and strategic purchasing opportunities/options; discussion of potential team strategy and impact on stakeholder engagement approach |                                                                              | 8              |
| Strategic Procurement - Office Supplies | Tammy Starr  | • Team meeting on February 22\(^{nd}\)  
  • Reviewed mini-group analysis in each target sub-category, reviewed detailed survey analysis, and performed initial brainstorming activity for stakeholder analysis  
  • Distributed meeting follow-up, assignments, and additional information to team |                                                                              | 7              |
| Computer Bundles                     | Brian Busby   | • Team meeting on February 23\(^{rd}\)  
  • Sub-team meetings held to review full business case template and make updates/additions to its structure  
  • Initial communication sent to selected departments to solicit participants for the stakeholder listening sessions  
  • Team discussion of stakeholder engagement approach and sequencing, listening session focus/discussion topics |                                                                              | 7              |
## Phase 2 Dashboard 2/24 Update (continued)

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<tr>
<td>Email &amp; Calendaring</td>
<td>Rhonda Davis</td>
<td>• Team meeting held February 23rd&lt;br&gt;• Use case survey programmed and distributed to campus on Thursday February 23rd&lt;br&gt;• Team members met with MTAG to present list of email/calendaring systems for administrator identification&lt;br&gt;• Team reviewed options and established methodology for current state cost estimation</td>
<td>9</td>
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<tr>
<td>Data Center Aggregation</td>
<td>Ed Van Gemert</td>
<td>• Team meeting held on February 21st&lt;br&gt;• Team members met with MTAG to introduce data center administrator survey and solicited remainder of names for distribution&lt;br&gt;• Team discussed options and established FP&amp;M approach to gathering power/cooling metrics for data centers</td>
<td>7</td>
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<tr>
<td>Space Utilization</td>
<td>Alice Gustafson</td>
<td>• Seventh team meeting held on February 22nd&lt;br&gt;• Reviewed initial draft of the Change Management Plan&lt;br&gt;• Reviewed key points taken from the Educational Advisory Board Study&lt;br&gt;• Reviewed updated Business Need&lt;br&gt;• Continued root cause analysis&lt;br&gt;  • Finalized list of perceived causes of underutilized space&lt;br&gt;  • Finalized categorization of perceived causes of underutilized space&lt;br&gt;  • Began data analysis to prove/disprove perceived causes of underutilized space&lt;br&gt;  • Began identifying stakeholders to engage to receive feedback on perceived causes of underutilized space</td>
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