



Project Team	Enterprise IT Decision Making – Current State Assessment	
Date	Monday March 26, 2012	
Time	9 am – 11 am	
Location	291 Education Building (Note change in location)	
Attendees	Team Members: Barbara McPherson (lead), Steve Ackerman, Bruno Browning, Jennifer Klippel, John Krogman, Bruce Maas, Matt Moehr, Teresa Regge, Phil Saunders, Brenda Spychalla, Derek Tessmann, Dave Towers, Adam Fennel (Huron), Peter Rubow (Huron) Invited Guests: Provost Paul DeLuca, Vice Chancellor Darrell Bazzell	
Unable to Attend	Serena Matsunaga (Huron), Bruce Maas, Teresa Regge and Steve Ackerman (partial)	
----- AGENDA -----		
TOPICS	WHO	TIME
Welcome and Introductions	B. McPherson	9:00 – 9:15
Message from the Steering Committee	D. Bazzell & P. DeLuca	9:15 – 9:30
Introduction to Administrative Excellence	A. Gustafson	9:30 – 9:45
Project Charter	B. McPherson	9:45 – 10:05
Objective, Goal, Scope, Timeline, Deliverables		
Administrative Excellence Team Guidelines	B. McPherson	10:05 – 10:15
Guiding Principles, Ground Rules, Decision Making, Concerns		
--- Break ---	-	10:15 – 10:25
Discussion of the Work Ahead	B. McPherson	10:25 – 10:45
Communication – Customer and Stakeholder Engagement Development of categorization framework Current-state decision making practices & IT investments		
Housekeeping Items	B. McPherson	10:45 – 10:55
Next meeting – time, place, agenda Email list, team communication, MyWebSpace “Homework”		
Finals Comments, Questions, Wrap-up	B. McPherson	10:55 – 11:00