The purpose of the Mines Project Governance Committee is to provide executive leadership and oversight of the project efforts at Mines.

The meeting started with a discussion around how the needs of requests for workflow projects in OnBase would be handled. The discussion ranged across how the requests should be made, should they be done as a group or separately, who would be involved, how they be prioritized (in relation to other project work), what resources would work on them. To that point, a graphic of resource capacity was reviewed to show how people’s capacity is broken out now and how workflow projects might affect it in the future. Various avenues to address this issue were also discussed. No final decisions were made, but it was agreed that more discussion would be needed.

The next agenda item was the makeup of the committee. The question was asked if there was any other group(s) that should be represented on the committee. The consensus was that the Associate Provost for Enrollment Management should be added to the committee.

There were others people mentioned as needing to know what was happening with projects. The agreement was that one; there should be good communications of the committees activities and two; that as part of the analysis step in the request process (blue box) those people that may be impacted by the project should be included to provide input in those areas (impact around data was one area mentioned). To the first point, Clayton showed the committee a page of the PPM website, where information about the committee was being posted. To the second point, the Analysis Checklist will be revised to address some items mentioned.

Clayton and Mike will bring back a recommended process for workflow request for the committee to review.