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

Attendees:
- Rebecca Flintoft
- Vicki Nichol
- Lori Kester
- Sam Spiegel
- Mike Erickson
- Monique Sendze
- Clayton Durkee

The meeting started with the introduction of Lori Kester, the new Associate Provost of Enrollment Management. Everyone welcomed her to Mines.

Clayton started the meeting reviewing the draft charter for the committee. There were no questions or comments so the charter was accepted.

The next topic was the new requests for review. This brought up the topic about the information in the requests. Clayton noted there is now a Mandatory field to indicate that the request is either Mandatory or Discretionary based on the definitions. The committee reviewed the definitions and tweaked the mandatory to say, “the project that are noted as mandatory for compliance reasons will be reviewed for appropriateness.”

There was additional discussion around the mandatory CCIT projects and how they need to be done, but would not be prioritized. Clayton agreed but said they would be included in the reports for “awareness” of the overall project efforts. Lori mentioned that at her last school all of the CCIT projects were included in the prioritization.

The discussion turned to the prioritization process itself. Clayton showed the Active Requests and Project Reports and noted that the Ranking (scoring of the six criteria that has been in use for two years) could be used as a starting point as it give a relative periodization already. Vicki noted the need for information about how the requests relate to management objectives. This lead to a discussion about which “objectives” should be used for this purpose. The seven goals of Mines at 150 were noted as were the divisional priorities or the IT strategic plan but no specific decision was made.
Mike mentioned that the request and project information was going to be shared with ITEC to give them an idea about the project efforts.

There was more discussion about how the report could be improved. Some information requested were that the requests and projects, which will be prioritized, would be sorted to make it easy to see them. Also, add the percent complete for projects in progress. Sam asked for some indication of the scale of the project as well as any precursors that needed to be complete for a particular project to start. Vicki also would like any natural groupings of projects and general environment for the project.

Based on the discussion Clayton will revise the report, using what is available in the system, and send a new draft version out for the committee members to review and comment on, so that it is ready for the next meeting (May 1st) to use in the prioritization process.