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

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

Clayton started the meeting with going over the requests and project that needed prioritization. The first request was DegreeWorks. Lori gave some background about Mines having the software and we are paying for it, but it is not installed. She also talked about how the software would help the Registrar’s office in dealing with their work by automating manual processes. She said that the biggest effort in this project would be the scripting but there may be resources that could help with this effort. ITS’ portion would most likely be a smaller part of the project. Lori also noted that the software would help with compliance with the Veterans Administration.

The discussion shifted to the next request which is migrating StarRez, Mines housing system, from an on-site installation to the cloud. The onsite system is behind in releases and is difficult to manage. Rebecca also said that they have two new staff to could work on this effort. The timing of this project is important, as the cloud version needs to be in place so that housing assignments can be made before a semester starts. (February or October). Rebecca said that this project was number two for her behind the Maxient project, which is her number one priority.

To complete the review, discussion moved on to the Administration of Online Programs project. This was the overarching project for Online efforts, which the Trefny Center stepped up and was coordinating. The Address Verification Process was one piece that was just finished. There are additional functions that needed to be completed as part of the project. Unfortunately, this project was started when the committee was not in place and had not been prioritized before.

As the discussion was wrapping up, Clayton said that the approach of the committee should be having new requests be prioritized lower in the list, unless there is a specific
need. Then, as higher priority projects are completed, the lower ones “move” up the list so that projects do not necessarily stay at the bottom.

Clayton noted that he will be working on maturing the project data in TeamDynamix as well as improving the project request process to make the work of the committee easier as part of his efforts this year.

Clayton also said that he would place the requests and project in the priority list based on the discussion and then send it out to the committee to review/ratify.

Time ran out so the second topic on the agenda will be moved to the next meeting.