



Minnesota
STATE COLLEGES
& UNIVERSITIES

MINNESOTA STATE COLLEGES AND UNIVERSITIES

PORTFOLIO MANAGEMENT OFFICE

STATEWIDE COMMITTEE CHARGE DOCUMENT

DRAFT #3 (12/17/07)

Committee Title: Cross Functional Advisory Committee to the enterprise investment and governance process

Committee Type: Constituted as an advisory group that serves on a limited time basis to review the project business cases prioritized by each channel and provide input to the Enterprise Investment Committee.

Committee Purpose: The primary purpose of the advisory committee is to review and provide input and recommendations on the project business cases before they are prioritized by the Enterprise Investment Committee. Input will focus on direct benefits to students and faculty as well as integration and synergies among project business cases.

Link to Minnesota State Colleges and Universities Strategic Plan:

The Cross Functional Advisory Committee is a formal step in the Enterprise Investment Management Process (EIMP). The EIMP is directly linked to all aspects of the strategic plan in the following manner.

- *Increase access and opportunity*
 - Network and Data Center Optimization
 - Security Management
 - Identity Management
- *Promote and measure high-quality learning programs and services*
 - Student Services and Online Learning
 - Faculty Research and Development
 - Retooled Administrative Systems
- *Provide programs and services integral for state and regional economic needs*
 - Enable Career, Business and Entrepreneurship
- *Innovate to meet current and future educational needs efficiently*
 - New Technology Architecture

Committee Membership: The taskforce is composed of approximately 45 members representing students, faculty, campus staff, and Office of the Chancellor staff. Specifically, each of the seven unions and student associations will provide two delegates to the committee and each of the four channels will provide two campus staff and two Office of the Chancellor staff participants.

Committee Member Expectations: Members will:

- ➔ Attend review meetings held prior to each quarterly EIC meeting; the first to convene in February 2008
- ➔ Review provided project business plan documents in advance of the meeting
- ➔ Provide input, comment, and recommendations for the best allocation of technology funding across the submitted project business plans
- ➔ Actively focus discussions on the task at hand

Travel and lodging expenses for members traveling a distance of more than 60 miles will be paid by the Minnesota State Colleges and Universities Office of the Chancellor.

Committee Information: The committee charge document, committee membership list, meeting schedule, agendas, and meeting summaries will be available and posted on the Portfolio Management Office web site. Additionally, committee members will receive written summaries of EIC meeting outcomes.

Deliverables and Outcomes: The primary outcomes of this committee shall be to provide feedback on project business cases in relation to:

1. Direct student and faculty benefits
2. Cross-functionality
3. Integration

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