

Weekly Project Status

Project Name: UWM Technical Review Project

Week Ending: 2/9/2001

Project

Milestone Name	Planned Start Date	Actual Start Date	Planned Completion Date	Actual Completion Date
1. Conduct Stakeholder Surveys	11/20/2001	11/20/2001	1/8/2001	1/26/2001
2. Conduct Interviews with Executives	2/2/2001	2/2/2001	2/20/2001	
3. Conduct Stakeholder Work Shops	2/5/2001	2/8/2001	2/13/2001	
4. Conduct IT Resources Survey	1/25/2001	1/25/2001	2/14/2001	
5. Conduct IT Resources Work Shop	2/14/2001		3/21/2001	
6. Conduct Peer Institution Reviews	3/7/2001		3/26/2001	
7. Final Assessment Report	3/27/2001		4/12/2001	

This Week

Accomplishments

- Conducted Executive Interviews with:
 - Joe Douglas - CIO
 - John Wanat – Provost & Vice Chancellor
 - Don Melkus – Asst. Chancellor for Admin Affairs
 - Stanley Battle – Asst. Chancellor for Development & Alumni Affairs
- Conducted Stakeholder Work Shops with:
 - UTR's
 - Students
 - Faculty
- Updated web site with Provost Letter, Project Approach, Surveys, and Project Status Report
- Scheduled interview with Susan Kelly (Distance Learning) for 3/6 at 3:30
- Finalized stakeholder work shop agenda and survey analysis handouts – Research session scheduled for 2/21 – 9:00 a.m. - Noon
- Developed and scheduled Open Input Sessions in Decision Support Center for 2/20 (8:00 – 4:30)
- Submitted UWMPost announcement for Open Input Work Sessions (s/b in 2/14 issue)

Goals not Accomplished

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Decisions

- Added I&MT Stakeholder Work Shop – Session scheduled 2/14 at 1:00 in Bolton 289 (Total Work Shops = 9)
- No additional interviews or work shops may be added without the approval of the Asst. Vice Chancellor

Next Week

Goals for Next Week

- Draft presentation for CPC/EMPC Work Shop to provide initial work shops results – Jack and Jan
- Review CPC/EMPC Work Shop presentation and approach during 2/16 project status meeting - Allen & Jon
- Schedule interviews with UW system IT staff and CIO – Charlie
- Conduct Staff Stakeholder Session on 2/13 – Jack & Jan
- Conduct LAN Admin Stakeholder Session on 2/14 – Jack & Jan
- Conduct I&MT Stakeholder Session on 2/14 – Jack & Jan
- Meet with Chancellor's Staff to present overview of project on 2/12 – Charlie & Jack
- Meet with Eric to prepare for Open Input sessions in Decision Support Center on 2/13 – Jack & Jan
- Conduct interview with Gene Haberman – Asst. Chancellor for Development & Alumni Affairs on 2/13 – Jack & Jan
- Add high level project plan and workshop schedule to the project web site – Jan
- Meet with Technology Round Table on 2/16 to present overview of project – Charlie
- Update Leslie on project status (scheduled for 2/16 at 10:30) – Charlie
- Send invitation to “Delivery Open Input Session” participants including Charlene Douglas, John Grozik, and Tony Ciccone (contact Anne Hayne of the OnLine Committee for other participants) – Jan
- Prepare final report outline – Jack

Issues/Concerns

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Comments