Lumina Grant Progress Report for October 2013

Initial stages of work will focus on assembling staff and external resources; building a process and structure for community input from IT leaders, other higher education executives, and the consulting community; deepening our understanding of IT assessment and maturity/deployment indexing; and beginning an iterative design process by outlining the SITAR report, creating comprehensive MI/DI taxonomies, and prioritizing a core set of MI/DIs for development.

October’s activities were focused on initiating the project and securing staffing resources. Progress to date includes:

- A project charter has been drafted
- A press release was published on the EDUCAUSE website, and the initiative was announced in multiple venues at the EDUCAUSE Annual conference.
- The hiring process was begun for staffing resources; finalists have been identified and we estimate we will have all staffing resources in place by mid-November.
- Work is well underway to organize project governance and recruit member advisors, and initial consultants.

Project Status: On track

Risks, Issues, or Concerns: None at this time

Priorities for November

1. Finalize resources

2. Research
   - Develop detailed research plan for Phase I
   - Develop scope of work and procure consultant: IT assessment essentials report to advise ECAR on typical content and organization of IT assessments
   - Literature search and review:
     a. collect IT assessment and maturity index/model samples, benchmarking standards, related practitioner and research literature
     b. IT taxonomies, service models, benchmarks
   - Outreach and interviews with CIO thought leaders and consulting community for reality check, advice, advisory group recruiting
   - Design advisory group query and input process
   - Begin SITAR report outline and requirements assessment
   - RY/LL/PA review of CDS data and tools
   - RY/PA review of current maturity index data and tools

3. Marketing/Outreach
   - Devise lightweight near-term messaging strategy for CIO and consulting community outreach
   - Develop informational 1-2 page briefing on the initiatives to share with interested parties
   - Plan a website to enable members and the public to track our progress

4. Administrative
   - Project management training for RY and SN
- Team conference call to introduce the EDUCAUSE team to Lumina (Christine Marson and Sheri Ranis?)
- Routinize progress tracking and reporting