

**Organizational Excellence Leadership Council  
Meeting Summary - January 20, 2017**

In attendance: Council Members: Peter Brunjes, Rob Hoover, Arlene Keeling Christina Morrell Ex Officio: Sarah Collie, Lee Baszczewski. Guests: Disha Venkatesan, Brandi Van Ormer. **Absent:** Virginia Evans, Kathy Peck, Jim Matteo, Rob Kelly, Len Schoppa, Nancy Rivers, Chris Holstege

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**I. Expense Management**

The go-live launch for the expense management tool has been moved from 3/20/17 to 4/20/17. This delay allows for the appropriate testing of the system to be completed and adequate preparation at the school and unit level.

Communications will include a mass U-wide email, targeted emails based on role, and appointed ambassadors at the local level to provide “high-touch” support.

**II. Portfolio Management**

**a. Revisions to Decision-Making Model**

Several revisions to the decision-making model have been made to reflect input from the Council. Revisions clarify that the OELC expects many issues to be resolved among project/functional leaders and that the OELC will engage when necessary to assess, decide and make a recommendation to the Executive Sponsors.

**b. Infrastructure Development**

A brief review of foundational work for portfolio management was shared. These include building capacity within OE, learning from other PM efforts across grounds, gathering additional information on key projects, and preliminary implementation planning.

**c. Project Alliance Issue – Collective Change Impact**

Council members were provided a high-level roadmap of current project major milestones that reveal significant overlap. Council members indicated support for change management being embedded in each project with cross-project coordination where appropriate.