Institutional Effectiveness and Assessment Council’s (IEAC) Project Planning and Prioritization Timelines for Fiscal Year (FY) 2019

The following is the draft timeline for the IEAC’s project planning and prioritization timelines for the Information Technology Services and Facilities proposed projects for FY19. Proposed projects submitted by the academic and non-academic units will utilize the IEAC Project Rubric (V2). Please, direct questions regarding this timeline to either Randy Gaines, CIO, or Cheryl Hanson, Associate Vice President for Facilities.

1. September, 2017- workshops/training on how to submit request/fill out rubric
2. October 1-30, 2017- Functional areas submit IT and Facilities projects
3. November 1-December 15, 2017- IEAC IT and Facilities subcommittees review and prepare recommendations for IEAC Steering Committee
   o Facilities- November 15: Facilities Services identifies available workforce hours and resources
   o Facilities- December 15: Facilities Services returns the project to the functional area if it exceeds $30,000 in order for them to complete the IEAC Rubric
   o IT- December 15
4. January, 2018- IT Subcommittee Chairs presents recommendations and potential budget implications to IEAC Steering Committee
5. February, 2018- Units prepare budget documents
   o Facilities- February 31- Facility reviews and scores projects using ISU’s Project Ranking Rubric
6. March, 2018- Units’ present budgets to the IEAC Steering Committee
7. March, 2018- IEAC Steering Committee approves recommendations of the project prioritization lists
8. July 2018- Implementation of projects begin