



## Committee Charter

**Title:** OnePurdue Implementation Steering Committee

**Effective Date:** May 1, 2005

**Chair:** OnePurdue Executive Director

### **Introduction**

This committee will provide project-implementation oversight reporting to the OnePurdue Executive Oversight Committee.

### **Objectives**

Through proactive implementation monitoring, this committee will ensure performance compliance within the approved project scope, schedule and resources. The committee will also provide a forum for the expeditious disposition of related project-implementation issues.

### **Approach**

Consultative communication channels will be established and maintained with: 1) the OnePurdue Executive Oversight Committee; 2) OnePurdue's project team, including implementation-partner staff members; and 3) several constituent-based advisory committees. Using this approach, the Implementation Steering Committee will receive and communicate relevant project related information.

### **Responsibilities**

1. Monitor the project's implementation scope, resource requirements and status, including project phasing and schedule, business-process redesign, and the ERP's software and implementation configuration within the structure of the Executive Oversight Committee's approved principles and policies.
2. Expedite issues resolution, including the issues that require Executive Oversight Committee action.
3. Act on the proposed administrative policies and other major project-management issues as may be presented by the executive director.
4. Endorse customization proposals, as appropriate, to the Executive Oversight Committee.
5. Develop approaches to post-OnePurdue ERP oversight and maintenance.



6. Act as project advocates.
7. Provide advice and counsel to the executive director.

**Membership Roles**

<b>Position</b>	<b>Role</b>
OnePurdue Executive Director	Chair
University Comptroller	Financial Process Owner
Dean of Admissions and Assistant Vice President	Student Services Process Owner
Director of Human Resource Services	Human Resource Process Owner
Director of Sponsored Program Services	Sponsored Program Process Owner
Director of Strategic Planning and Assessment	Enterprise Data Management
Associate V.P., ITaP Infrastructure	Infrastructure Service Provider
Associate V.P., ITaP Enterprise Applications	Enterprise Applications Representative and OnePurdue Chief Architect
Vice Chancellor, Calumet Campus (chancellor designee)	Regional Representative
Vice Chancellor, North Central Campus (chancellor designee)	Regional Representative
Vice Chancellor, IPFW Campus (chancellor designee)	Regional Representative
Assistant or Associate Provost	Office of the Provost Representative
Chair of Intercampus Faculty Council	Faculty Governance Representative
Director of Audits	Internal Audit Representative
Ex Officio members (without vote): <ol style="list-style-type: none"> <li>a. Senior Director of ERP Implementation</li> <li>b. Director of Organizational Change Management &amp; Training</li> <li>c. OnePurdue Director of Financial Affairs</li> <li>d. Engagement Manager, BearingPoint</li> <li>e. OnePurdue Communications Coordinator</li> </ol>	

**Meetings**

Initially, this committee will meet biweekly for two hours, with the inaugural meeting May 9, 2005. Based on actual experience, the committee meeting frequency may be revised. Special meetings will be scheduled, as required.

**Terms**

Appointment terms are May 1, 2005 — June 30, 2008.

Proposed:

Approved:

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 Gary H. Newsom  
 OnePurdue Executive Director

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 Morgan R. Olsen  
 Chair, OnePurdue Executive Oversight Committee