<table>
<thead>
<tr>
<th>Team Name:</th>
<th>IT Strategic Plan Steering Team</th>
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<tbody>
<tr>
<td>Purpose:</td>
<td>Provide oversight and direction setting for the IT Strategic Plan project to ensure goals are met.</td>
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<td>Timeframe:</td>
<td>August 2003 through April 2004</td>
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<td>Team Sponsors:</td>
<td>Dr. Jim Garland, President</td>
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<td>Steering Team Leader:</td>
<td>Reid Christenberry, Vice President for IT</td>
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<tr>
<td>Team Members:</td>
<td>• Richard M. Norman • Dr. Ronald A. Crutcher • Dr. Richard L. Nault • Ms. Jayne E. Irvin</td>
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<tr>
<td>Team Resources:</td>
<td>Cornelius &amp; Associates, Kay Roman</td>
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**Team Duties:**

1. Provide direction on the overall strategy and implementation of this project to develop an IT Strategic Plan for Miami University.
2. Ensure that the project stays within scope, completes the deliverables, and meets the specific time frames set.
3. Remove barriers and obstacles as needed.
4. Ensure that the project includes all of the critical stakeholder groups during the development and input phases.
5. Receive regular updates and provide input as needed.
6. Communicates support for the project to internal and external stakeholders.

**Success Measures:**

1. An IT Strategic Plan for Miami University is developed with input from the entire institution by February 2004.
2. An ongoing strategic planning process will be implemented, customized and adopted by April 2004.

**Boundaries:**

1. The information technology strategic plan will include all technology functions within Miami University.
2. Cornelius & Associates will provide the majority of the coordination, meeting facilitation, and interviewing throughout the process.
3. Cornelius & Associates will write and edit the strategic planning document and communications.
4. Project will use previous assessments and benchmarking studies as the base for developing the strategic plan.
5. The IT Strategic Plan must be aligned with and support "First in 2009."

**Operating Guidelines:**

1. Monthly status reports will be received from the project team leader.
2. The steering team will meet monthly, or as needed, during the project.
3. This team will follow structured group processes for holding meetings, carrying out-group problem solving, reaching consensus and handling group conflict.