

Contact: Mark Braun

TIER UPDATE

Action Requested: Receive an update on *TIER*.

Executive Summary: Regent Larry McKibben, Mark Braun, SUI Vice President for Operational Efficiency and Regulatory Analysis, and Miles Lackey, ISU Associate Vice President/Chief of Staff will provide an update on the activities of the *TIER* study.

IT 03 called for the creation of a Chief Information Officer Council among the three institutions to identify potential opportunities to standardize application and reduce overlapping applications.

Since November the CIOs have held weekly conference calls and have developed the council principles and processes. Additionally, a joint meeting among all three institutional IT has been held to identify joint projects and applications with another joint meeting planned for May. Small groups continue to talk electronically.

CIO Council

The Regents University Chief Information Officers use the CIO Council to identify, create and implement collaborative information technology initiatives that yield efficiencies within and between the Regents institutions. Modeled after the Finance and Operations Group and the Council of Provosts, this group consists of the CIOs from each university. It also may include representatives from the Board Office and other university expertise based on the topics and initiatives. The CIO Council applies the principles and processes outlined here so that candidate ideas are evaluated in a consistent and transparent way leading to data-driven decisions. This ensures that high demand IT resources are focused on initiatives that legitimately produce substantial savings and/or improve institutional performance.

Guiding Principles:

- Collaboration efforts must maintain or improve the quality of the university.
- Collaboration efforts should substantially reduce aggregate reoccurring IT costs or improve services for participants. If joint project costs increase for one entity, then a mechanism will be enacted to make that entity whole.
- Collaboration efforts should not introduce unacceptable complexities or risk to IT infrastructure, business processes, or end user experiences.
- No entity should pay more for a service or good than they could otherwise obtain on its own.
- Collaboration efforts should occur where they makes sense and result in economic savings. Some projects may only involve two universities.

Process:

- The CIO Council meets quarterly or more often as needed. Prior to each meeting, council members share candidate projects. A limited number of projects are selected for evaluation, based on the CIOs assessment of the project's benefit and likelihood to succeed.

- For each project selected for evaluation, a charter is written, including a detailed description of the resulting service levels, estimated implementation costs by dollars and staff resources, target dates, project leadership approach and strategy, issue management, change control process, and communication plan.

Each project is evaluated for:

- Impact to students, faculty, and staff
 - Potential cost savings and time to recoup any investment
 - Impact on staff time to complete project
 - Project timeline
 - Impact on existing IT infrastructure
 - Impact to university business processes
- Following the selection and project approval by each university, funding and staff will be identified, and a detailed work plan is developed to achieve the specified outcomes.
 - The CIO Council tracks each project and reports the status at each CIO Council meeting.
 - The CIO Council reports annually to the Board on its progress.

Human Resources 10 called for the establishment clear policy for professional & scientific search committee size and structure. All three universities are implementing HR 10.

SUI

- The P&S search process has been significantly revised in terms of roles and responsibilities of supervisors and HR Unit Representatives for P&S positions at Pay Level 5 and below to reflect a no search committee process (90% of searches) and at Pay Level 6 and above to reflect a reduced search committee. A successful pilot process is concluding and full campus implementation is May 1, 2015 (excluding UI Health Care).
- Revised streamlined processes for Promotions and Internal Transfers have been developed with implementation in process.
- Proposals to minimize duplication and streamline the review of recruitment documents and activities by College/Division HR, UI HR and EOD were developed and prioritized for action.

ISU

- On March 1, 2015 the plan of action for a campus-wide implementation was finalized.
- ISU has a draft P&S Recruitment & Selection policy being vetted through the University's formal policy development process and expect a summer implementation across the entire campus.
- ISU has identified procedural guidance for a draft "Hiring Manager Guide" and a training plan under development.
- ISU will align the HR-01 HR Operating Model (Shared Services) effort with HR-10 P&S Search Committee by aligning the roles and responsibilities on a go-forward basis.

UNI

- The P&S search committee structure is being revised to allow for the hiring official and/or the position supervisor to administer the search for P&S positions pay grade 4 and below; and for a search committee of as few as 3 individuals for P&S positions pay grade 5 and above.
- Proposals to more clearly define roles and responsibilities of HRS, OCEM and hiring departments include P&S search process streamlining efforts related to document review, use of advertising sources and use of applicant pools.
- Draft revisions of the university policies on "Staff Recruitment and Hiring" and "P&S Appointments" are being vetted through the University's formal policy process with an anticipated full approval date prior to June 30, 2015. These policy revisions encompass the above noted items and will be built into recently expanded search committee training as appropriate.