



CMS Project Team — Reference Guide

Title: Decision Matrix
System(s) Impacted: Policies

High Level Description	
Description	Decision Matrix
System(s) Impacted	Policies
Document Type	Reference Guide
File Reference	Psshr://Cms/Training, Doc & Support/~Administrative Documentation/RG_Decision_Matrix.doc

Revision Control			
Date	By	Action	Pages
03/23/2000		Document created	2
03/03/2008	Adam Everett	Document converted to accessible template	3

Category						
<i>External to SJSU, SJSU Decisions to CO</i>	Major baseline modification (> 100 hours programming)	Functionality of CSU baseline software	SJSU ISC representative	SJSU CO functional team representatives	SJSU ISC representative	SJSU ISC representative
	Minor baseline modification (< 100 hours programming)	Functionality of CSU baseline software,	SJSU CO functional team representative	SJSU Implementation teams	SJSU Project Director & Manager	SJSU Project Director/ Manager
	Project implementation	Scope, roll-out, technical issues	SJSU CO functional team representative	SJSU Implementation teams	SJSU Project Director & Manager	SJSU Project Director/ Manager
<i>Internal to SJSU</i>	Campus modifications	Functionality of baseline software to fit SJSU business practices	SJSU Implementation teams	SJSU CMS Steering committee SJSU functional advisory committees	Project Director & Manager	President and Executive Staff
	Software functionality: tables, business practices	Define SJSU business practices, tables	Implementation teams, functional Managers, Project Manager	Various advisory committees	Project Manager	Project Director
	Consultants	Determine need for outside expertise to assist in implementation	Project Director & Manager	Implementation teams	Project Director & Manager	Project Director
	Staffing/backfill	Determine schedule/amount/level of staffing/backfill during implementation	Implementation teams, functional Managers, Project Manager	Various advisory committees	Project Manager	Project Director

Category	Type	Purpose/ Description	Responsibility	Advisory	Final Decision	Final Approval, if needed
	Training	Determine schedule/amount/level of training	Implementation teams, functional Managers, Project Manager	Various advisory committees	Project Manager	Project Director
	Funding/budget	Determine funding need and sources	Project Director	Project management team	Project Director	President and Executive Staff