CADM IT Integration: Sprint 1 Progress
March 24, 2016

For Sprint 1, all scrum teams focused on gathering current state data for each service area. Details on their progress are below.

Service Scrums: HR ISA, Finance IT, Campus Services IT
The three service scrum teams provide knowledge of current processes and frameworks; provide service and customer knowledge from each business unit; and will work to define/adapt future frameworks.

- Developed a detailed inventory of the services they provide to their stakeholders
- Defined and adopted a common service catalog taxonomy
- Made a first attempt at integrating each unit’s services into a unified service catalog
- In the next sprint, the Service Scrum teams will begin to define the capabilities and skills on current teams in support of services, and develop a plan for soliciting feedback on the proposed service catalog.

Communications Foundation Scrum:
Guided by the principle of running an open and transparent process, this team is charged with facilitating project communications and creating a cohesive and coordinated communications framework for IT services after the integration.

- Collected stakeholder data, including feedback on current organizational structure and success criteria for this integration
- Developed a communications roadmap and plan, including plans for regular project updates and community engagement through in-person meetings and forums

Finance Foundation Scrum:
The finance foundation team is focused on understanding the various funding sources and financial practices supporting IT work in the four businesses and making recommendations for enabling a smooth financial transition as services move into HUIT.

- Began to understand the financial models and practices of the different Units
- Began to understand how finance work intersects with different business owners and stakeholders
HR Foundation Scrum:
The HR foundation team is responsible for supporting the individual members of the potentially incoming IT groups and ensuring a smooth transition into HUIT. This team will also inform and guide organizational decisions to help the Executive team define the new HUIT.

- Began efforts to determine the scope of this integration and are working with the business units to understand benchmarks and the roles and responsibilities of their teams
- With this understanding, they will provide findings to the Executive Committee who will decide which roles should come to HUIT and which should remain in business units
- Much of their work in future Sprints will focus on confirming the scope of the integration.

As the project continues to progress, we look forward to providing another project update upon the conclusion of Sprint 2. In the meantime, please contact the project team at cadm_it_integration@harvard.edu if you have comments or questions.