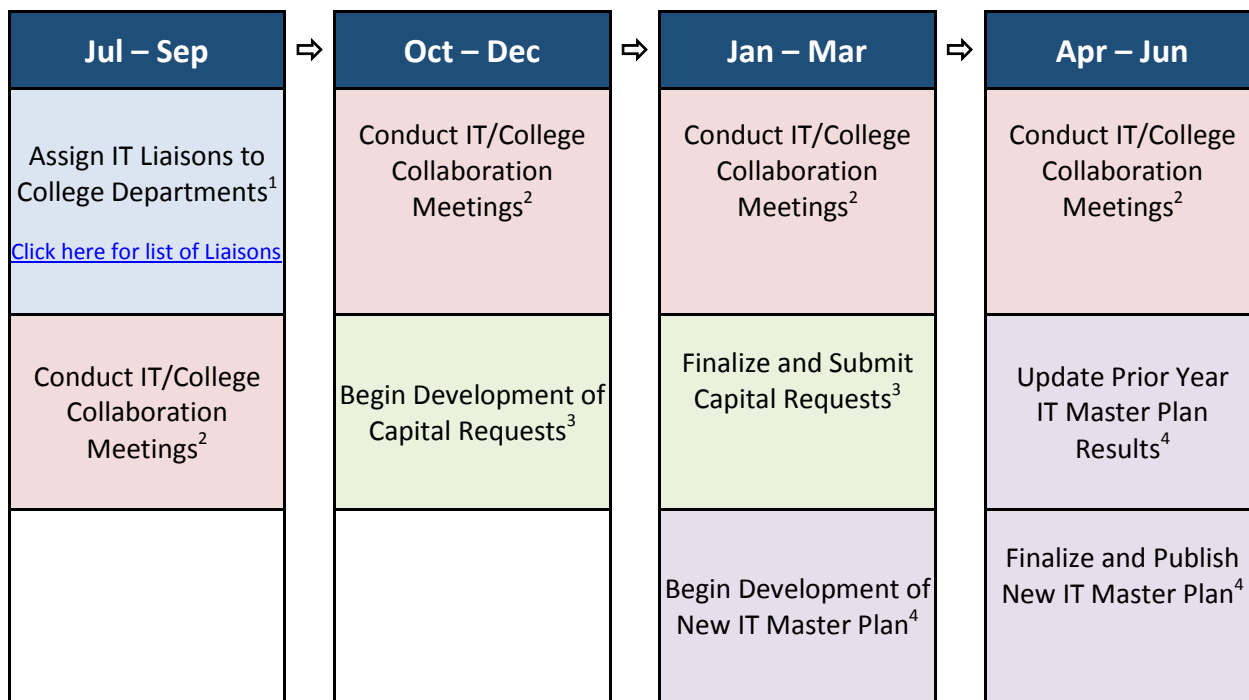


The Master Plan Development Process



① Assign IT Liaisons to College Departments ⇒ Representatives of Sinclair’s Information Technology Department are assigned to each College Department to provide consultation around technology needs for those departments.

② Conduct IT/College Collaboration Meetings ⇒ IT Liaisons meet quarterly with College Departments to collaborate on department needs. Note that needs are often addressed through the Capital Request and IT Master Plan Processes.

③ Capital Request Process ⇒ IT Liaisons assist College Departments with addressing technology-related Capital Requests by working with Sinclair IT Technology Owners to formulate solutions for those requests.

④ IT Master Plan Development Process ⇒ IT Liaisons incorporate key College Department project needs into Sinclair’s IT Master Plan by collaborating with Technology Owners and other IT Liaisons to consolidate like-needs, formulate solutions, and select which projects will be included in the IT Master Plan.

The Master Plan Development Process

