

## PROJECT UPDATE REPORT

<b>Project Name:</b> TAT Physical Infrastructure	<b>Author/Date:</b> David Rubin / May 2, 2021
<b>1. Project Update</b>	
<b>Reporting Period (From Date/To Date):</b> April 1 – April 30, 2021	
<b>Work Completed This Period:</b> <ul style="list-style-type: none"> <li>• Regular weekly TAT meetings continued, with the exception of the week of 4/26</li> <li>• Meeting agendas and the bulk of the work this month has been focused on identifying top priorities for master planning.</li> <li>• Brainstorming and survey work were the modalities.</li> <li>• SAS delivered initial site drawings based on the campus walk-throughs conducted in March; TAT team reviewed drawings.</li> <li>• Presented working draft of priorities document to SAS at group meeting on 4/28; discussed at length; awaiting feedback.</li> <li>• SAS feedback will drive next stage of planning/prioritization, to include identifying small teams to tackle discreet mission-critical planning items.</li> </ul>	
<b>Work to Be Completed in Next Period (April):</b> <ul style="list-style-type: none"> <li>• Continue meeting weekly.</li> <li>• Identify small working groups to take deep-dives into high priority master planning concepts.</li> <li>• Continue exploring opportunities to sell/repurpose previously identified VSC assets (VTEC, Allen House, Red School House, Langevin).</li> <li>• Continue moving forward in the pending sale of assets previously approved for sale by the BOT.</li> <li>• Continue to assess office and meeting space needs of Admissions, Academic Dean's office, CEWD, IT, Bookstore, marketing – considering pending development of work-from-home policy.</li> </ul>	
<b>What's Going Well:</b> <ul style="list-style-type: none"> <li>• On track to meet original timeline.</li> <li>• Communication with SAS seems solid and we are getting closer to a common understanding of the issues that are coming to the fore as planning takes shape.</li> <li>• We have a motivated, collaborative team.</li> <li>• We are making good progress against our deliverables, as identified in the Charter.</li> </ul>	
<b>What's Not Going Well:</b> <ul style="list-style-type: none"> <li>• Given all the transformation going on across the VSC, the future, in some respects, is more difficult to predict than ever. Contingency planning and flexibility will have to be key aspects of the plan.</li> <li>• The team decided to revert back to Zoom for video conferencing. We tried Teams, but it was not preferred, and the team voted to use Zoom moving forward.</li> </ul>	
<b>KPIs (key performance indicators):</b>	

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We have identified “Problem Success Criteria” in our Charter that serve as our KPIs:

- Completion of a comprehensive Master Plan that is complete and supports an over-time and sustainable planning and budget/investment tool.
- Clearly defined, strategically integrated multi-year prioritization of all capital planning resources.
- Successfully divestment of properties that are no longer core to mission. Reprioritization of resources to new strategic priorities.
- Adoption of processes and polices that lead to flexible work locations (employee retention, enhancing employee applicant pool, positive environmental impact).
- Footprint consolidation and resources prioritization.

**Resources Needed (data, funding, other):**

- We will continue to seek feedback and input for Master Planning from various stakeholder groups.

**Suggestions:**

**Project Changes:**

- No changes per se, just continued evolution of ideas.
- The Team will incorporate a feedback portion at the conclusion of regular meetings to foster continuous improvement.

**Other Information:**

- Sale of property in Norwich pending.
- Sale of VTEC pending.
- Sale of Water St residence completed.

### 2. Project Schedule

**Insert or attach a current Tracking Gantt** – *All Phase 1 and Phase 2 items in the Charter timeline are complete or in process.*