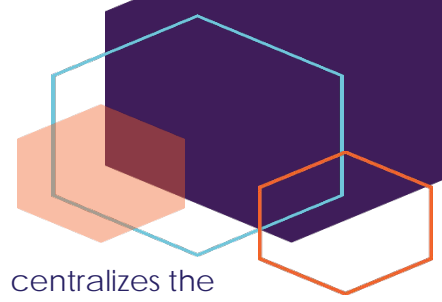




PROJECT MANAGEMENT OFFICE (PMO)

OFFICE OF INFORMATION SERVICES AND TECHNOLOGY



The Harrisburg Area Community College's Project Management Office (PMO) centralizes the institution's technical project management activities and deploys effective project management tools and techniques to improve overall project outcomes. Project Managers utilize industry and organizational best practices in project management to complete projects within scope and budget, and on schedule.

PMO VISION:

- Be the source of technical project management leadership and expertise for the institution.
- Incorporate project management best practices into a project management discipline that facilitates the institution's achievement of its strategic goals by utilizing methodology that is adapted from the Project Management Institute's (PMI) guide for project management, titled *A Guide to the Project Management Body of Knowledge (PMBOK® Guide)*.
- Reach a maturity level for project management practices where project management processes, tools, and best practices are integrated into business and IT processes and are continuously improved.

PMO MISSION:

- Provide project management leadership and expertise to initiate, plan, execute, monitor, control and close strategic and high priority projects to achieve successful project outcomes.
- Provide, maintain and promote the institution-wide usage of PMO Methodology.

PMO WILL DO THE FOLLOWING:

- Centralize project management activities and communications.
- Create a project repository and knowledge base.
- Provide project accountability.

WHAT YOU CAN DO:

- Involve the Technology Investment (TI) Committee (as appropriate).
- Obtain approval to initiate a project and identify its funding source.
- Commit to the project and its success.
- Share responsibility and accountability.
- Use project management tools.
- Take ownership of tasks for which responsible.
- Remain flexible, open-minded and supportive.

