**Project Activities:**
The project team met with the project sponsors to review and discuss the proposed project plan, timeline, and staffing levels for this phase of the project. The sponsors expressed concerns about the structure and level of detail to which the project team will plan the next phase of the project. This plan will directly impact the accuracy of the labor cost calculations for the updated business case and budget proposal for future phases.

As a first attempt to address these concerns, the project team drafted and presented to the sponsors a sample project plan. This sample plan demonstrates the structure and level of detail to which we will plan the future phases of this project. The specifics of the tasks and required resources are undetermined at this point without a software selection. The project team will continue to refine this plan as the project progresses, providing more specifics as they are known.

**Design Team Activities:**
It was decided to not use the Burton Group consulting services during the RFP process of this project. The Design Team completed drafting requirements and produced a draft RFP. The draft was made available to the campus IT community for review and comment. Feedback was applied to the draft and a final RFP was provided to Purchasing Services on March 30th. The expected release date of the RFP to vendors is December 9th. We will be inviting Oracle, Sun, HP, Novell, Microsoft, Siemens, & IBM to submit proposals.

**Governance Board Activities:**
The Governance Board held two working meetings in November. Substantial progress was made in discussions about populations, data sources, and person attributes. The Governance Board plans to publish its first periodic update to the Enterprise Directory web site in early January.

**Next Steps:**
During the next month, the Design Team will be reviewing IDM solutions and components that already exist on campus. The intent is to compliment the forthcoming vendor proposals with information about in-house solutions and knowledgebase.

The Governance Board will spend December continuing to discuss person attributes, with particular focus on minimum data for IDs and lifecycle management of sponsored affiliate IDs. The conversation will be expanded to include real provisioning scenarios and challenges and analyzing the person data required to meet them.