**205854 UW Tacoma Milgard Hall Project Governance**

**Purpose:** A strong project governance structure is critical for making defensible and timely decisions that allow the project to move forward expeditiously. In a complicated organization like a university, this requires a variety of perspectives to ensure the best interest of the University are being served. An appropriate governance structure should balance the potential opportunity any new project represents with the long-term goals and realities of the institution. The governance structure is developed at the very beginning of the project and remains in place throughout the project. It is the project manager’s responsibility to reinforce its role enabling the project to move forward. The governance structure includes the following individuals and entities:

- **Responsible Party** – High-level administrator responsible for ensuring overall institutional objectives are met. This person is accountable for the overall success of the project. Monthly updates will be provided by the Executive Committee, including significant decisions. Any recommendations that may extend the project parameters must be made by the responsible party. The Vice Chancellor will be the responsible party for this project, ensuring at a high level that all institutional objectives are met.

- **Project Executive Committee (PEC)** – All major project decisions, recommendations, and trade-offs within the established parameters of the project (site, budget, schedule, financing) will be made by the Project Executive Committee, a small, high-level committee representing broad University perspectives as well as a project-specific views. This group may also engage in collaborative design sessions with the Project Management Team and the Project Working Team.

- **Project Management Team (PMT)** – The PMT will provide day-to-day project management oversight and decision-making, consisting of project managers from the University, the architecture firm, and the estimator. This team should meet at least weekly throughout the delivery of the project.

- **Senior Management Team (SMT)** – A separate team consisting of principals from the architecture and the project director will meet to ensure that the team is working and communicating effectively and is being supported appropriately.

- **Predesign Project Working Team (PWT)** – This group works closely with the Project Management Team and includes representatives from Facilities and IT UWT, as well as faculty, staff, and students who will use the building. Members of this team will assist in identifying participants for focus groups and will integrate input from UWT technical advisors: Environmental Health and Safety, Campus Safety, etc.

- **Focus Group (FG)** – This group comprises of representatives from each group or department that will occupy, maintain and use the building. They will provide valuable technical input on the needs and functionality for their programs.
Mark Pagano  
UW Tacoma Chancellor

Project Executive Committee (PEC)  
Staffed by PMT
Tye Minckler, Joshua Knudson, Cal Bamford, Mark Pagano, Rajendra Katti, Altaf Merchant, Stanley Joshua, Mike McCormick (UW Seattle), Steve Tatge (UW Seattle)

Senior Management Team (SMT)  
UW Director Steve Tatge, Executive Contractor, Principal Architect

Project Management Team (PMT)  
Melony Pederson (Facilities), Jennifer Myers (CM Facilities), Architect Project Manager, Contractor Project Manager, Mass Timber Manufacturer

Project Working Team (PWT)  
Lead by DB Team  
PMT, Joel Larson (SET), Jennifer Myers (Facilities), Allison Hendricks (MSB), Elizabeth Hyun (Facilities), Patrick Pow (IT)

Focus Groups  
Lead by DB Team  
ASUWT, Faculty, Students at Large, Trades (Facilities), Student Services, Advancement