## CSUMB IT Project Scoring Rubric Information
The criteria listed below are used to calculate the weighted project score

| Condition (Select best one only) | Weight | Points Assigned |
|---|---|---|
| **ALIGNMENT WITH UNIVERSITY STRATEGIC OBJECTIVES** | **25%** | |
| **1. Is this project required or mandated?** | **10%** | |
| Chancellor's Office, legal or collective bargaining requirement | | 5 |
| Directly contributes to Student Success initiatives | | 5 |
| Required to sustain University operations | | 4 |
| Required to reduce risk *OR* to maintain significant funding | | 3 |
| Required to reduce institutional cost | | 1 |
| Not required | | 0 |
| **2. Evidence of Impact on Student Success or Administrative Efficiency** | **15%** | |
| Includes evidence that is measurable, specific with objective, verifiable long term impact | | 5 |
| Includes evidence that is measurable, specific and objective | | 3 |
| Includes limited evidence that is difficult to correlate to the proposed actions | | 1 |
| Includes unverified projections of impacts | | -2 |
| No documented evidence | | Proposal Rejected |
| **BENEFIT TO UNIVERSITY OPERATIONS** | **25%** | |
| **3. Has a project scope been defined?** | **8%** | |
| Project scope is well defined, documented and agreed to | | 5 |
| A high level scope has been documented | | 3 |
| Project scope is undefined or unclear | | -2 |
| **4. Magnitude of Impact on Students, Faculty & Staff** | **10%** | |
| Project affects ALL students on campus or entire campus community (ALL end users) | | 5 |
| Project affects students in multiple Colleges or end users in multiple Divisions | | 4 |
| Project affects students in one College or end users in one Division | | 3 |
| Project affects students one department/program or end users in one business unit | | 2 |
| Project affects a limited segment of campus users (less than 10%) | | 1 |
| **5. Does it improve the ability of users to perform tasks?** | **7%** | |
| Significantly improves efficiency to the users | | 5 |
| Moderately improves efficiency to the users | | 3 |
| No change to users ability to perform tasks | | 0 |
| Increases time for users to perform tasks | | -2 |
| **VALUE TO UNIVERSITY OPERATIONS** | **20%** | |
| **6. Is the project an urgent need for the University?** | **6%** | |
| Urgent for University or all students | | 5 |
| Pressing need of the University or all students | | 4 |
| Urgent for college or department | | 3 |
| Pressing need for College or Department | | 2 |
| Not urgent | | 0 |
| | | |
| **7. What are the consequences of doing nothing?** | **4%** | |

| | |
|---|---|
| Direct significant negative consequences to university or the public, unable to conduct basic services or transactions | 5 |
| Failure to resolve customer service complaints or requests | 3 |
| Loss of opportunity for improved service delivery or efficiency | 1 |

| **8. How are business rules and/or processes impacted?** | **6%** | |
|---|---|---|
| Significant positive changes | | 5 |
| Moderate positive changes | | 3 |
| Insignificant or no change | | 1 |
| Significant negative changes | | -2 |

| **9. What is the effort required for customers & functional users to learn how to make best use of the proposed solution?** | **4%** | |
|---|---|---|
| Minimal or none | | 5 |
| Moderate | | 3 |
| Extensive and substantial | | 1 |

| **IMPACT ON UNIVERSITY BUDGET** | **15%** | |
|---|---|---|

| **10. What are the anticipated one-time costs of this request to the University?** | **10%** | |
|---|---|---|
| No hard costs - request utilizes existing services/staffing | | 5 |
| One-time costs under $100,000 | | 4 |
| One-time costs under $500,000 | | 3 |
| One-time costs under $1,000,000 | | 2 |
| One-time costs exceed $1,000,000 | | 1 |

| **11. What are the anticipated on-going costs of this request to the University?** | **5%** | |
|---|---|---|
| No on-going costs | | 5 |
| Implemented to avoid cash expenditure | | 3 |
| | | |
| No financial benefit | | 0 |
| Non-recoverable cost | | -2 |

| **TECHNOLOGY SYSTEM RISK** | **15%** | |
|---|---|---|

| **12. After implementation, what is the ongoing effect on staffing or technology system maintenance?** | **5%** | |
|---|---|---|
| Staff time saved / system retired / process improved | | 5 |
| No impact on systems support or staffing | | 0 |
| Additional staff / systems needed for support | | -2 |

| **13. What is the state of the current system / process?** | **5%** | |
|---|---|---|
| Completely inadequate / end of life *OR* doesn't exist | | 5 |
| Functioning, but close to end of life | | 3 |
| Functioning (including manual / paper processes), but could be better | | 1 |

| **14. What is the technology maturity, complexity, and the University's experience with** | **5%** | |
|---|---|---|
| Proven, standard technology with sufficient University experience | | 5 |
| Proven, standard technology with no University experience  *OR* Emerging/new/complex technology with sufficient University experience | | 3 |
| Emerging/new/complex technology, little or no University experience but highly skilled vendor assistance available | | 2 |
| Emerging/new/complex technology AND/OR little or no University experience | | 1 |
| **TOTAL WEIGHT** | **100%** | |