



ENGAGE

Smartsheet in higher education

Driving long-term institutional sustainability

v.07/16

 smartsheet
ENGAGE

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Speakers



Joe Meehan
Senior Solutions Engineer



Tracy Disque, MHA, PMP
PMO & Performance Improvement Director,
Johns Hopkins Medicine

Agenda

1

Introduction

2

Building a PMO

3

Fellowship Management

4

Go-Do's!



Learning objectives

Learn how Smartsheet customers within the higher education are using Smartsheet to manage simple and complex processes

Learn how to standardize and scale management of a portfolio of projects across departments and across campus in Smartsheet

Learn how consistency, transparency, and communication can drive program and student success

Higher education continues to evolve

Increasing demands



Workforce
burnout

Budget
constraints

Digital
transformation



Tracy Disque, MHA, PMP

PMO & Performance Improvement
Director

Assistant Program Director, JHM
Administrative Fellowship Program

- 15 years of experience in the healthcare industry
- Project and change management certified
- Developed a team of 30 with only two incremental resources

Johns Hopkins Medicine

\$10 BILLION
IN OPERATING
REVENUE



2.8M

Johns Hopkins Medicine receives more than 2.8 million patients and nearly 337,000 emergency room visits annually.

931 K

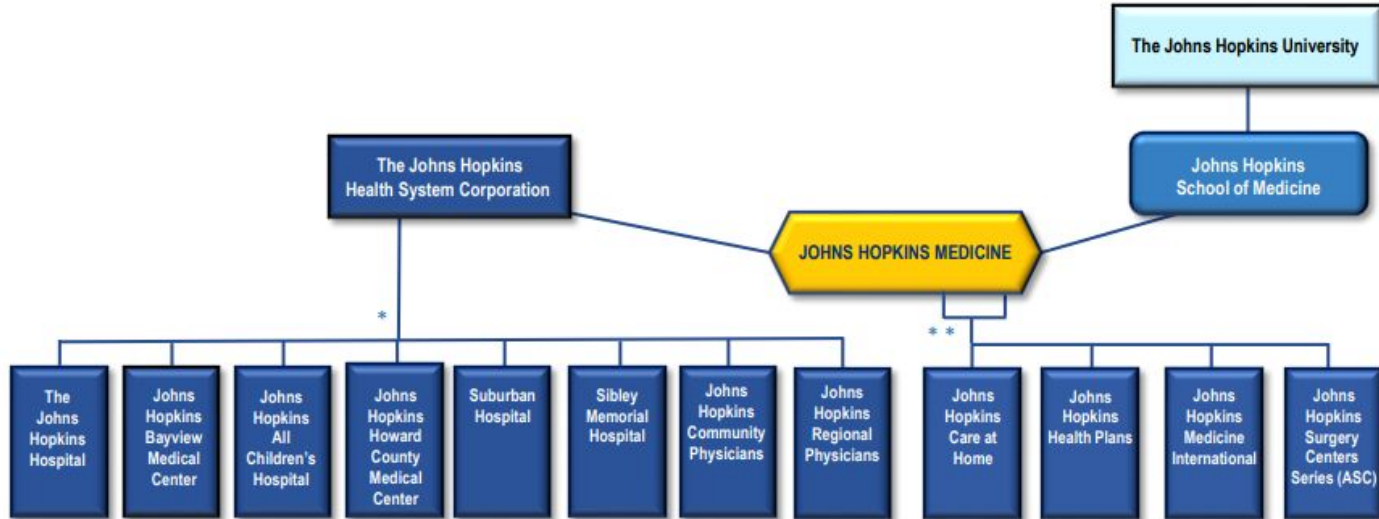
With more than 50 care locations, Johns Hopkins Community Physicians receives more than 931,000 patients each year.

164 K

Johns Hopkins Home Care treats nearly 164,000 adults and children in Central Maryland annually.



Organizational Structure



* These entities are 100% owned by The Johns Hopkins Health System Corporation

** These entities are 50%/50% joint ventures between The Johns Hopkins Health System Corporation and The Johns Hopkins University
Johns Hopkins Regional Physicians is a subsidiary of Johns Hopkins Medical Management Corporation

JHM Medicine PMO - Journey

Woah! We are 30 FTEs and growing. We need Control Center to leverage automation.

I need a PM tool. I think we should try Smartsheet.

Thanks for starting the team.
You can hire two people.

We have a problem.

2020

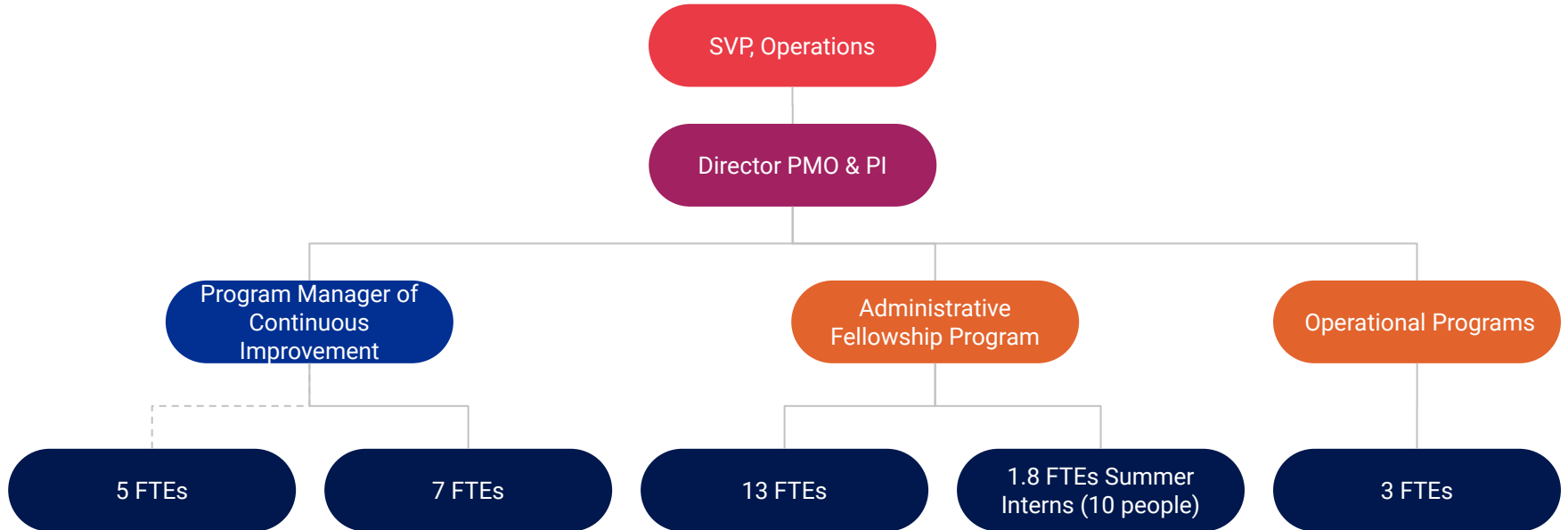
2021

2022

2023

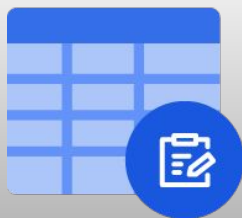
Office of Health System Operations

Current state org chart. There are project resources who do not connect into this team.



Early journey

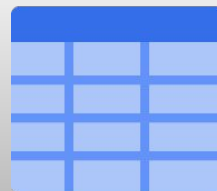
**Project
tools:**



Intake Form

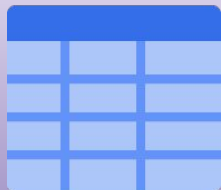


Project Charter



Project Plan

**Portfolio
tools:**



**Portfolio's
Project List**



Active Projects Report

Implementation of Control Center & enhanced department workflows

Enhancing project creation through project closure.



Enhance project tools to create scalability and create automation where applicable.



Track project and portfolio performance with nonsubjective key performance indicators.



Improve communication with project stakeholders and entity leadership.

Control Center: Standard tools

At the time of implementation

- Project Plan



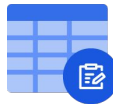
- Project Charter
- Stakeholder Management Plan
- RAID Log
- Artifact Repository
- Budget Tracker



- Project Dashboard
- Portfolio Dashboard
- My Work



- Project Request Form



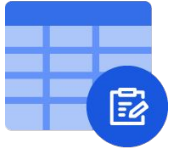
- Projects by PM
- Projects in close out
- My project updates
- Multiple reports for dashboards



- Notice of new project
- Accepting new project
- Charter approval
- Monthly updates



New Workflows with Control Center



Requestor submit a request via a **Smartsheet Form**.



Automation notifies Director & Program Manager of new project.



Requestor Name *












Requestor Email
Requestor Phone Number
Project Name *
If you are submitting this request for an interim role, please name the title of the interim role instead.
Executive Sponsor(s) *
This is the person who ensures the success of the project by providing resources, support, and leadership.
Who are the project manager's primary point of contacts for this work? *
When will the support be needed? *
When do you anticipate the project's completion? *
Please state a timeframe. As projects are defined as having a clear start and end date, responses of "continuous" will not be accepted.
Fiscal Year

FY21 FY22 FY23 FY24 FY25 FY26
 FY27

What is the total number of hours per week that you expect support to this project? *

Entities *

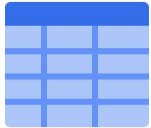
New Workflows with Control Center

Status	Project Manager	Project Name	Requestor Name	Requestor Email	Requestor Phone Number	Exec
						①
Accepted	 Leighton Dennie		Tracy Disque			Lisa I
Accepted	 Natasha Shah		Joseph Primavera			Justin
Accepted	 Brian Bair  Josephine Stommel		Tracy Disque			Lisa I
Accepted	 Emma Brindley		Amy Phillips			Cory
Accepted	 Amberly Huynh		Lisa Ishii			Chery
New			Hannah Kozaczek			Kai S

New Workflows with Control Center



Project Manager completes **Update Request** acknowledging they have received the project.



Director and Project Manager meet with Project Sponsor and Lead to complete the **Project Charter**.



Field	Description
PROBLEM, BUSINESS CASE & GOALS	
State the problem or issue.	
State the business case.	
State the goals/metrics.	
State the key deliverables.	<i>Enter Deliverables here</i>
Provide a Project Overview for the Project Dashboard	<i>Enter Overview here</i>
State the estimated cost savings.	
PROJECT SCOPE	
Describe what is within the project boundaries.	
Describe what is outside of the project boundaries.	
TEAM POINTS OF CONTACT	
Stakeholder Management Plan	
Executive Sponsor	<<Sponsors>>
Project Lead	<<Project Lead>>
Project Manager	
Consultant	
Steering Committee	
Work Group A	
Work Group B	
Work Group C	

New Workflows with Control Center



Project Manager completes **Project Plan**.



Project Manager completes **Stakeholder Management Plan, RAID Log, Artifact Repository**, and **Budget Tracker** as required by the project.



At Risk	Project Milestone	RAG Status	Task Name	Description	Start Date	End Date	Aug 18									
							F	S	S	M	T	W	T	F	S	S
			Navigation													
			Project Information													
			Summary													
			<<Project>>													
			Planning													
			Project Kickoff													
			Complete Project Charter													
			Project Charter Approved													
			Design													
			Milestone													
			Execution													
			Execution Kickoff													

Project Plan with Gantt Chart



At Risk	Project Milestone	RAG Status	Task Name	Description	Start Date	End Date	Aug 18										
							F	S	S	M	T	W	T	F	S	S	
			Navigation														
			Project Information														
			Summary														
-	-		<<Project>>														
	★		Planning														
🚩	★		Project Kickoff														
🚩	☆		Complete Project Charter														
🚩	★		Project Charter Approved														
🚩	☆																
	★		Design														
🚩	★		Milestone														
🚩	☆																
🚩	☆																
	★		Execution														
🚩	☆		Execution Kickoff														
🚩	☆																

- Task
- Assigned To
- At Risk Flag
- Start/End Date
- Duration
- Hours
- Predecessors
- Default phases and tasks

Stakeholder Management Plan



Tracking stakeholders by entity, commitment level, impact, influence, and involvement.

Stakeholder Name	Title / Role	Point of Contact	Contact Phone and Address	Entity	Commitment Level	Impact	Influen...	Involve...	What is important to the stakeholder?
Navigation									
Project Information									
Project Name	<<Project>>								
Project Manager	Mohammed Altaee, Tracy Disque								
Requestor Name	<<Requester Name>>								
Executive Sponsors	<<Sponsors>>								
Project Lead	<<Project Lead>>								
Entities	<<Entities>>								
Strategic Scorecare	<<Scorecare>>								
Project Overview	Enter Overview here								
Key Deliverables	Enter Deliverables here								
Summary									
Stakeholders									
<<Enter First Stakeholder Here>>									

RAID Log

Tracking risks, assumptions, issues, and decisions.



Portfolio Report	Type	Description	Details	Priority	Impact	Likelihood	RAID Score	Status	Owner	Resolution / Mitigation Plan	Target Mitigation Date
		Navigation									
		Project Information									
		Project Name	<<Project>>								
		Project Manager	Mohammed Altaee, Tracy Disque								
		Project Type	<<Project Type>>								
		Requestor Name	<<Requester Name>>								
		Executive Sponsors	<<Sponsors>>								
		Project Lead	<<Project Lead>>								
		Entities	<<Entities>>								
		Strategic Scorecard	<<Scorecard>>								
		JHM Top Five	<<JHM Top Five>>								
		Summary									
		RAID Log									
🚩	Risk	Test Risk		—	4 - Critical	3 - Probable	12	In Progress	👤 Tracy Disque	Consulting legal	
📄	Assumption	Test Assumption		↓				Requires Validation	👤 Tracy Disque		
📄	Issue	Test Issue		↓	1 - Low		10	Complete/CI	👤 Tracy Disque	New resource identified.	
📄	Decision	Test Decision	Made by the decision committee	—							

Artifact Repository

A central place for storing all key documents



	Doc. Number	Document Name	Description	Date	Created
1		Navigation			
9		Project Information			
16		Summary			
17		Total Artifacts			3
18		Artifact Repository			
19		PROJ-001	Kick off presentation	08/19/24	08/19/24 12:57 PM
20		PROJ-002	Contract	08/30/24	08/19/24 12:59 PM
21		PROJ-003	Data Analysis	09/20/24	08/19/24 12:59 PM
22					
23					

Budget Tracker



Category	Category Description	Budgeted Amount	Actual Amount	Variance	Date Posted	Notes	Entity
Navigation							
Project Information							
Summary							
	Total Budgeted \$	\$2,000,000					
	Total Actual \$	\$725,000					
	Total Variance \$	\$1,275,000					
	Budgeted \$ - All Children's Hospit	\$0					
	Budgeted \$ - Bayview Medical Ce	\$0					
	Budgeted \$ - Howard County Mex	\$0					
	Budgeted \$ - Johns Hopkins Care	\$0					
	Budgeted \$ - Johns Hopkins Corr	\$0					
	Budgeted \$ - Johns Hopkins Heal	\$0					
	Budgeted \$ - Johns Hopkins Heal	\$2,000,000					
	Budgeted \$ - Johns Hopkins Hosj	\$0					
	Budgeted \$ - Johns Hopkins Inter	\$0					
	Budgeted \$ - Johns Hopkins Surc	\$0					
	Budgeted \$ - School of Medicine	\$0					
	Budgeted \$ - Sibley Memorial Ho	\$0					
	Budgeted \$ - Suburban Hospital	\$0					
Expenses							
	Project Budget	\$2,000,000.00	\$0.00	\$2,000,000.00	07/05/24		Johns Hopkins Health
	Widget ABC expense		\$75,000.00	-\$75,000.00	08/16/24	cc. 450004002000	Johns Hopkins Health
	Widget ZY expense		\$50,000.00	-\$50,000.00	08/16/24	cc. 450004002000	Johns Hopkins Health
	Consulting expense		\$600,000.00	-\$600,000.00	08/30/24	cc. 450004002000	Johns Hopkins Health

New Workflows with Control Center

Project Dashboard



<<Project>>

PROJECT OVERVIEW

Enter Overview here

PROVIDE FEEDBACK



PROJECT INFORMATION

● - New Project
RAG STATUS

0%
% COMPLETE

 **Mohammed Altaee**
 **Tracy Disque**

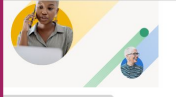
0
HIGH PRIORITY RISKS

<<Sponsors>>
EXECUTIVE SPONSOR

<<Entities>>
ENTITIES

Milestones Tracker

Milestone	Start Date	End Date	Assigned To	Status	Aug 18																
					S	M	T	W	T	F	S	S	M	T	W	T	F				
Project Kickoff				Not Started																	
Project Charter Approved				Not Started																	
Milestone				Not Started																	
Milestone				Not Started																	
Project Close-out Distributed				Not Started																	
Project Closed				Not Started																	



PROVIDE FEEDBACK



<<Entities>>
ENTITIES

S	M	T	W	T	F

New Workflows with Control Center



Project information flows from all sheets into the **Portfolio Dashboard**. It is used during team huddles.



Portfolio Dashboard

Page 1 of 4

Portfolio Dashboard



OFFICE OF HEALTH SYSTEM OPERATIONS



Welcome!

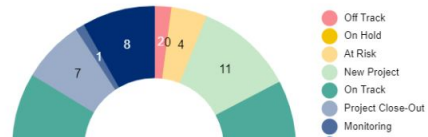
This dashboard is designed to help key stakeholders see, at a glance, the amount of active projects, their status, and other important rollup information. You can see the detailed status of each project at the bottom of the dashboard. If you have any questions, please don't hesitate to contact the office team.



PORTFOLIO OVERVIEW [CURRENT FY]



ACCEPTED PROJECTS BY RAG STATUS



PROJECT PIPELINE



PROJECTS BY OUTCOME



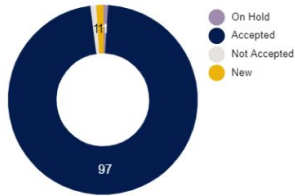
Portfolio Dashboard

Page 2 of 4

PORTFOLIO OVERVIEW [CURRENT FY]



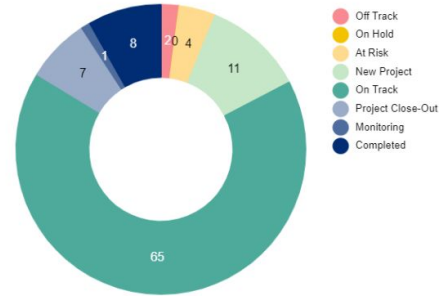
PROJECT PIPELINE



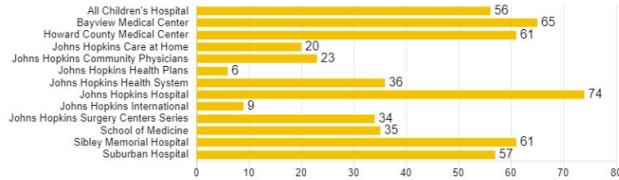
PROJECTS BY OUTCOME



ACCEPTED PROJECTS BY RAG STATUS



PROJECTS BY ENTITY



PROJECTS BY JHM TOP 5



CONSULTING INTAKE REQUESTS



Portfolio Dashboard

ACTIVE PROJECT OVERVIEW

Please note, dashboard links are limited to users within the project and the entities they support. If you select a project and receive a notice that you do not have access, the project manager will be notified and review the access request.

Project Dashboard	Start Date	End Date	% Complete	RAG Status	Project Manager	Latest Update	Entities	2024					
								Apr	May	Jun	Jul	Aug	Se
[Project Link]	08/09/24	07/01/26	7%	● - On Track	Anthony Moscato	[Project Update]	All Children's Bayview Me Howard Cou Johns Hopk Physicians Johns Hopk School of M Sibley Mem Suburban H All Children's						
[Project Link]	01/29/24	11/25/24	8%	● - On Track	Ermonela Muhameti	[Project Update]	All Children's						
[Project Link]	02/13/23	09/30/24	93%	● - At Risk	AJ Sababu	[Project Update]	Johns Hopk						

OVERDUE MILESTONES							
Milestone	At Risk	Start Date	End Date	Status	Assigned To	Sheet Name	
Identify core competencies improvement project	<input type="checkbox"/>	06/24/24	06/24/24	Not Started	Tracy Disque	[Sheet Name]	
Identify core competencies improvement project	<input type="checkbox"/>	07/29/24	08/02/24	Not Started		[Sheet Name]	
Identify core competencies improvement project	<input type="checkbox"/>	08/21/24	08/21/24	Not Started	Tammi Miller	[Sheet Name]	
Project Name							
Agree core competencies and job functions	<input type="checkbox"/>	06/19/24	08/01/24	In Progress		[Sheet Name]	
Identify core competencies improvement project	<input type="checkbox"/>	04/01/24	07/31/24	In Progress	Mohammed Altaee	[Sheet Name]	

Portfolio Dashboard

Page 4 of 4

OPEN RISKS, ISSUES, DECISIONS							
Item	Priority	Likelihood	Impact	Status	Owner	Target Mitigation Date	Resolution / Mitigation Plan
Project Name							
RAID Log Item	!	2 - Possible 3	High	In Progress	Kaitlyn Green	07/01/24	
	!	3 - Probabl	3 - High	In Progress	Kaitlyn Green	07/01/24	
	-	3 - Probabl	3 - High	In Progress	Kaitlyn Green	07/11/25	
	-	2 - Possible 3	High	In Progress	Kaitlyn Green	07/11/25	
	-	2 - Possible 2	Medium	In Progress	Kaitlyn Green	07/11/25	

- ### Projects by Entity
- All Children's Hospital
 - All Children's Physician Group
 - Bayview Medical Center
 - Howard County Medical Center
 - Johns Hopkins Care at Home
 - Johns Hopkins Community Physicians
 - Johns Hopkins Health Plans
 - Johns Hopkins Health System
 - Johns Hopkins Hospital
 - Johns Hopkins International
 - Johns Hopkins Personalized Care
 - Johns Hopkins Regional Physicians
 - Johns Hopkins Surgery Centers Series
 - Johns Hopkins University
 - School of Medicine
 - Sibley Memorial Hospital
 - Suburban Hospital

- ### Meet the Project Management Team!
- Tracy Disque, Director PMO & PI,
 - Mohammed Altaee, Program Manager of Continuous Improvement,
 - Nicole Fitzpatrick, Clinical Program Director of Recall Management,
 - Rohan Dhamane, Project Manager IV,
 - Tammi Miller, Sr. Performance Improvement Specialist,
 - AJ Sababu, Sr. Performance Improvement Specialist,
 - Kaitlyn Green, Sr. Performance Improvement Specialist
 - Rashmi Singh, Technical Project Administrator,
 - Josie Stommel, Project Coordinator,
 - Kyler Dessau, PM
 - Brian Bair, Sr. Performance Improvement Specialist,

- ### Meet the Admin Fellows!
- Supriya Gudi,
 - Anthony Moscato,
 - Ermonela Muhamei,
 - Muhammad Qadir
 - Necharika Singh,
 - Sydney Stepney,
 - Cionne Gourrier,
 - Emily Kapins,
 - Leighton Dennie,
 - Madison Fox
 - Natasha Shah,
 - Tyler Alexander,
 - Emma Brindley,

New Workflows with Control Center



Project is ready to be closed. Project Manager **celebrates team's success** via HR Applause Program.



Project Manager completes a **Project Close Out Report** in Word, distributes as a PDF, and uploads to the **Project Artifact Repository**.


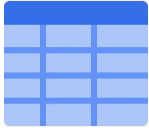
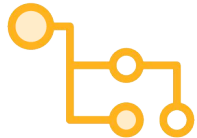


Table of Contents	
Reviewers	2
Project Manager's Report	2
Review of the Business Case	3
Entities	3
Review of Objectives	3
Costs	4
Key Milestones	4
Scope	4
Financial Benefits	4
Non-Financial Benefits	4
Review of the Products	5
Quality	5
Handover of Products/Operations	5
Summary of Outstanding or Follow Up Actions	5
Risks and Issues	5
Key Lessons Learned	5
Project Report Out Distribution	5
Sponsor Review / Feedback	6

New Workflows with Control Center



Project Manager closes all open action items in the **Project Plan** and **RAID Log**. Project marked as “closed”.

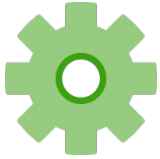


Director **Archives** the project via **Control Center** next quarter. Archived projects each have their own folder in the **Archived Project Workspace**.

End of Project Lifecycle

Monthly updates

We leverage monthly updates to provide a high-level summary of how the project is going and push our dashboard to executives.



Automation pushes a reminder on the last Monday of the month to all Project Managers

Project Managers complete their **My Project Updates Report** within 48 hours.

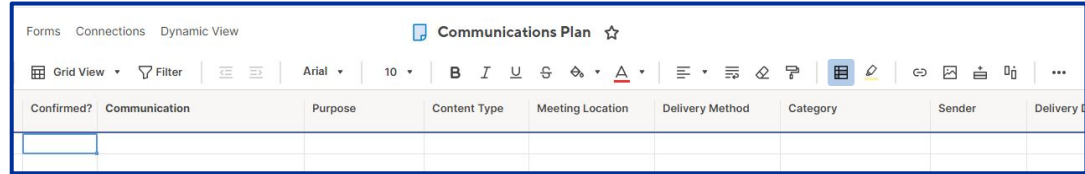
Director **reviews** Project Managers' **responses** and solicits additional information as needed.

Director **e-mails** a **link** to the **Dashboard** to executives with a call out to any key successes or needs.

What's next

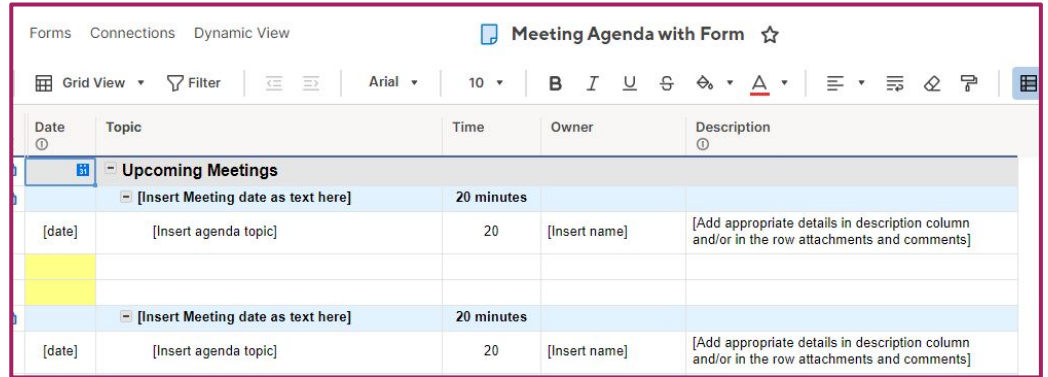
We are actively implementing the following additional sheets:

- Communication Plan
- Meeting Agenda
- Lessons Learned Repository
- Continue implementation and expansion of Resource Management



This screenshot shows the 'Communications Plan' sheet in Smartsheet. The interface includes a top navigation bar with 'Forms', 'Connections', and 'Dynamic View' options. The sheet title is 'Communications Plan' with a star icon. Below the title is a rich text toolbar with various editing tools. The main table has the following columns: 'Confirmed?', 'Communication', 'Purpose', 'Content Type', 'Meeting Location', 'Delivery Method', 'Category', 'Sender', and 'Delivery'. The first row of the table is currently empty.

Confirmed?	Communication	Purpose	Content Type	Meeting Location	Delivery Method	Category	Sender	Delivery



This screenshot shows the 'Meeting Agenda with Form' sheet in Smartsheet. The interface includes a top navigation bar with 'Forms', 'Connections', and 'Dynamic View' options. The sheet title is 'Meeting Agenda with Form' with a star icon. Below the title is a rich text toolbar. The main table has the following columns: 'Date', 'Topic', 'Time', 'Owner', and 'Description'. The table content is as follows:

Date	Topic	Time	Owner	Description
	Upcoming Meetings			
	[Insert Meeting date as text here]			
[date]	[Insert agenda topic]	20 minutes	[Insert name]	[Add appropriate details in description column and/or in the row attachments and comments]
	[Insert Meeting date as text here]			
[date]	[Insert agenda topic]	20 minutes	[Insert name]	[Add appropriate details in description column and/or in the row attachments and comments]

Key takeaways

- Start with small changes
- Loudly celebrate your team's success with the tools.
- Consistency is critical.
- Communicate frequently and often.
- The tools do not define your day-to-day, they enhance it!

Control Center enhanced our success:

- Reputation as “a team that gets things done”
- Scalability
- Consistency
- Risk reduction





JHM Administrative Fellowship Program

**Using Smartsheet in
Trainee Management**

JHM Administrative Fellowship Program

A two-year post graduate program hosting 6 fellows per class.



2021-2023 cohort on top of the Johns Hopkins Hospital Dome building in Baltimore, MD.

The Johns Hopkins Medicine Administrative Fellowship provides a diverse and inclusive environment that develops future executive leaders who will confront the challenges of healthcare administration and shape the opportunities along a dynamic healthcare continuum.

Program Management

Leveraging Smartsheet for efficient program management.



2023-2026 cohorts with program director Dr. Lisa Ishii.

- Rotation Schedules
- Rotation Reminders
- Fellow Evaluations
- Preceptor Evaluations
- Annual Program Planning
 - Graduation
 - Orientation
 - Leadership Leagues

Rotation Management

How do we keep all of our stakeholders informed?



38 Rotations



46 Preceptors



40 Executive Assistants



13 Administrative Fellows

Rotation Management



Class	Rotation	Rotation Cancell...	Fellow	Fellow Interests	Start Date	End Date	Preceptor	Preceptor Admin
2023-2025	Patient Safety & Quality	<input type="checkbox"/>	Anthony Moscato	Anthony is in	08/28/23	09/08/23	Angela Green	Aissata Diall
2023-2025	ACCM	<input type="checkbox"/>	Anthony Moscato	Anthony is in	09/11/23	10/06/23	Erin Blume	Sarah Danih
2023-2025	Medicine	<input type="checkbox"/>	Anthony Moscato	Anthony is in	10/09/23	11/03/23	Matt Lautzenheiser	Eleni George

- A **primary sheet** with all fellows rotations, preceptors, and preceptor admin.
- The sheet has **formulas** to calculate one and four weeks prior to the rotation.
- As evaluation links are confidential, they are kept in a separate sheet. A link to the evaluation sheet is listed for an **automation** alert.

4 Week Reminder	1 Week Reminder	Preceptor Survey Link	Fellow Survey Link
07/31/23	08/21/23	https://app.smartsheet.com	https://app.smartsheet.com
08/14/23	09/04/23	https://app.smartsheet.com	https://app.smartsheet.com
09/11/23	10/02/23	https://app.smartsheet.com	https://app.smartsheet.com

JHM Administrative Fellowship Post-Rotation, Project, and Interim Role Fellow Evaluation

Preceptor Name *

If you do not see your name listed, please type your name into the box and select the tab key.

Rotation or Role *

If the fellow filled an interim role or completed a project for your department, please select "interim role" or "project" (as applicable) even if your department is in the drop down list.

3. Which fellow are you evaluating? *

4. The fellow showed consistent organizational and planning skills. *

N/A 1 2 3 4 5

Please provide additional information as to why you rated the fellow a 1 or 2 in their organizational and planning skills.

5. The fellow was consistently dependable and reliable, being punctual and well-prepared. *

N/A 1 2 3 4 5

6. The fellow was able to set priorities and follow-through on commitments. *

N/A 1 2 3 4 5

8. The fellow demonstrated strong analytical...

9. The fellow showed initiative and creativity...

10. The fellow was able to work well under...

Avg
4.75

Avg
4.70588

Avg
4.785

N/A

4 N/A

5

5

4

3

5

5

5

5

5

5

5

5

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5



**Report to
Show Trend
by Rotation**

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Follow up. Comple
If there are proble

3. Which fellow are you evaluating?

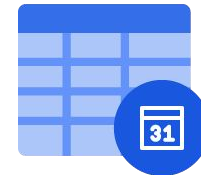
4. The fellow showed consistent organizational and planning skills.

Start Date: 07/24
End Date: 08/09
Fellow Survey: [https://app.smartsheet.com/...](#)

Fellow Survey Link

217 <https://app.smartsheet.com/...>

Rotation Management



Admin Fellowship by Rotations

JUL 01, 2024 TO JUN 30, 2025

Filter Off QUARTER - TODAY

Rotation	Q3 2024 Jul 01 to Sep 30	Q4 2024 Oct 01 to Dec 31	Q1 2025 Jan 01 to Mar 31	Q2 2025 Apr 01 to Jun 30
NCR	NCR Anthony Moscato Carolyn Carpenter - Fellow: amoscat3@jh.edu - 07/01/2024 to 07/26/2024	NCR Neharika Singh Carolyn Carpenter - Fellow: nsingh43@jh.edu - 11/18/2024 to 12/20/2024	Carolyn Carpenter - Fellow: ekapins1@jh.edu - 03/31/2025 to 04/25/2025	
	Carolyn Carpenter - Fellow: cpourri1@jh.edu - 08/26/2024 to 09/20/2024	Carolyn Carpenter - Fellow: mfox50@jh.edu - 12/30/2024 to 01/24/2025		
	Carolyn Carpenter - Fellow: Idennie1@jh.edu - 09/23/2024 to 10/18/2024	Carolyn Carpenter - Fellow: nshah88@jh.edu - 02/24/2025 to 03/21/2025		
	Carolyn Carpenter - Fellow: talexa34@jh.edu - 10/21/2024 to 11/15/2024	Carolyn Carpenter - Fellow: ebrindl2@jh.edu - 01/27/2025 to 02/21/2025		
Supply Chain	Burton Fuller - Fellow: cgouri1@jh.edu - 09/23/2024 to 10/18/2024			Burton Fuller - Fellow: talexa34@jh.edu - 04/14/2025 to 05/09/2025
	Burton Fuller - Fellow: Idennie1@jh.edu - 08/26/2024 to 09/20/2024	Burton Fuller - Fellow: nshah88@jh.edu - 11/18/2024 to 12/20/2024	Burton Fuller - Fellow: ebrindl2@jh.edu - 03/10/2025 to 04/11/2025	
	Burton Fuller - Fellow: mfox50@jh.edu - 07/15/2024 to 08/09/2024			
JH Home Care	JH Home Care Ermonela Muhameti Rachel DeSantis - Fellow: emuhame1@jh.edu - 08/12/2024 to 08/23/2024	JH Home Care Anthony Moscato Rachel DeSantis - Fellow: amoscat3@jh.edu - 12/09/2024 to 12/20/2024	JH Home Care Supriya Gudi Rachel DeSantis - Fellow: sgudi1@jh.edu - 01/27/2025 to 02/07/2025	
Development	Development Supriya Gudi - Fellow: sgudi1@jh.edu - 07/15/2024 to 07/26/2024			Robin Ingram - Fellow: nshah88@jh.edu - 06/23/2025 to 07/04/2025
	Development Supriya Gudi - Fellow: sgudi1@jh.edu - 02/10/2024 to 02/21/2025			
	Development Sydney Stepney Robin Ingram - Fellow: sstepne4@jh.edu - 07/01/2024 to 07/12/2024			
	Robin Ingram - Fellow: Idennie1@jh.edu - 08/12/2024 to 08/23/2024			
Food & Nutrition	Food & Nutrition Muhammad Qadir Kelly Murofushi - Fellow: mqaadi1@jh.edu - 07/01/2024 to 07/12/2024	Food & Nutrition Supriya Gudi dclar102@jh.edu - Fellow: sgudi1@jh.edu - 10/07/2024 to 10/18/2024		dclar102@jh.edu - Fellow: ekapins1@jh.edu - 04/28/2025 to 05/09/2025
		Food & Nutrition Sydney Stepney dclar102@jh.edu - Fellow: sstepne4@jh.edu - 11/04/2024 to 11/15/2024		
		dclar102@jh.edu - Fellow: talexa34@jh.edu - 12/09/2024 to 12/20/2024		
JHSCS	JHSCS Anthony Moscato Sarah Disney - Fellow: amoscat3@jh.edu - 09/23/2024 to 10/18/2024			
		JHSCS Ermonela Muhameti Sarah Disney - Fellow: emuhame1@jh.edu - 12/30/2024 to 01/24/2025		
Facilities	Facilities Supriya Gudi - Fellow: sgudi1@jh.edu - 08/26/2024 to 09/06/2024	Facilities Sydney Stepney Sally MacConnell - Fellow: sstepne4@jh.edu - 10/21/2024 to 11/01/2024	Facilities Neharika Singh Sally MacConnell - Fellow: nsingh43@jh.edu - 01/27/2025 to 02/07/2025	Sally MacConnell - Fellow: ebrindl2@jh.edu - 04/14/2025 to 04/25/2025
	Sally MacConnell - Fellow: hhwheepe1@jh.edu - 07/08/2024 to 08/09/2024	Sally MacConnell - Fellow: Idennie1@jh.edu - 12/09/2024 to 12/20/2024	Facilities Supriya Gudi Sally MacConnell - Fellow: sgudi1@jh.edu - 03/24/2025 to 04/04/2025	

Annual program planning

- Templates per event housed in a workspace.
- Leverage standard project plans to reproduce the events year-over-year with the same consistency.



35th anniversary picture with all current and former fellows still at JHM with program and executive leadership.

Program savings

Through the use of Smartsheet, the Administrative Fellowship Program has seen an **annual savings** of \$66,000.

The tool has made it possible to **scale** the program across the organization and have **transparency** of program activities.

2020: 3 fellows per cohort = 6 trainees

2024: 6 fellows per cohort + 1 Military fellow + 8 summer interns + 2 SingHealth summer fellows = **23 trainees**



2023-2026 cohorts, 2024 Army-Baylor Fellow, and 2024 SingHealth Fellows.

Key takeaways

Streamline management of projects, programs, and portfolios across campus

- Standardize processes & provide consistency
- Improve collaboration & communication
- Increase transparency & accountability
- Mitigate risks

Next steps...

Industry Solutions Booth

Continue the conversation about this session and learn about other higher education solutions.

Tuesday + Wednesday

Industry Meet & Eat

Connect and share learnings with higher education peers over lunch.

Wednesday | 11:45 a.m.-12:45 p.m.

PPM Maturity Assessment

Gauge where you're at in your project & portfolio management journey.

Projects, Programs, & Portfolios Booth

Take the survey

We'd love to hear your thoughts on the session.

Open this session in the mobile app, click "Survey," and answer two questions — it's that easy!

Thank you.

 smartsheet

ENGAGE

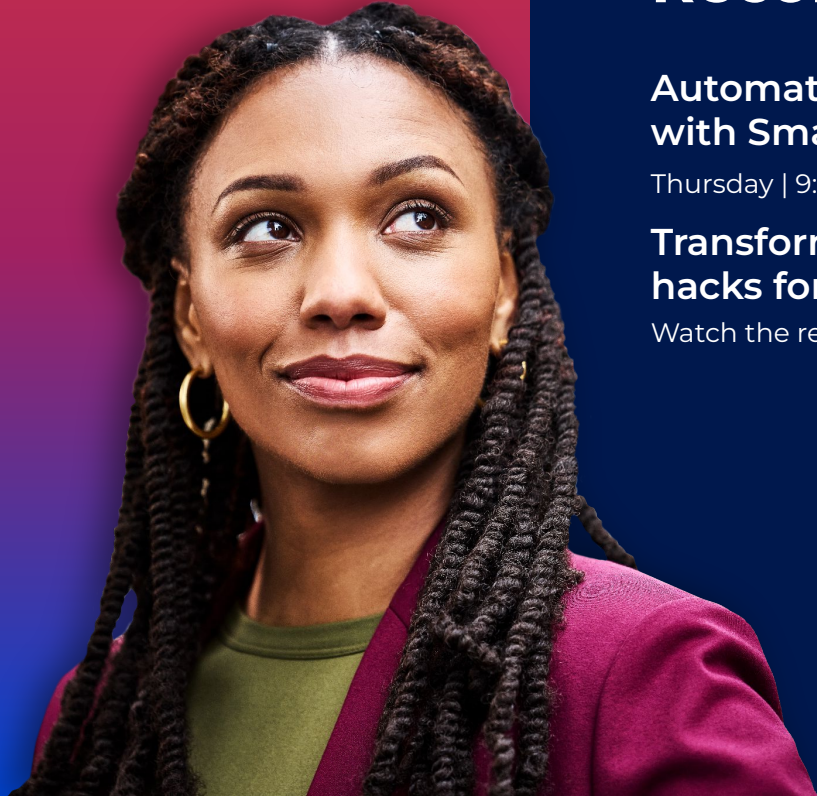
Recommended sessions...

**Automate and scale your project portfolio
with Smartsheet Control Center**

Thursday | 9:00am-10:00am

**Transform your workflows: Control Center
hacks for immediate impact**

Watch the recording



Register for upcoming User Groups



Continue to expand your Smartsheet skills and connections by attending a **User Group**.

Smartsheet User Groups

- **Discover** how others are using Smartsheet
- **Network** with the Smartsheet team and your peers
- **Virtual** and **in-person** events around the globe



ENGAGE