Administrative Information Technology Council

(September 2, 2008)

Overview

The goal of the Administrative Information Technology Council (AITC) is to elaborate priorities and strategies for administrative information technology in the context of a campus-wide perspective of needs. The membership of the AITC is composed primarily of the major stakeholders representing the various administrative units.

The Information Technology Advisory Committee (ITAC), a more broadly representational body, is charged with advisement on user-oriented campus IT needs (items such as desktop computer support, mobile devices, email & calendaring applications, and other general user technology), and a faculty committee is expected to advise on information technology for instruction and research.

Council Mission

The AITC provides a forum for sharing information about administrative IT projects, application deployments, needs, plans, and budget requests. With a basis of shared knowledge, the AITC:

- vets proposed projects from a campus-wide perspective, including the completeness, feasibility, and impact of proposed projects
- facilitates leveraging and the sharing of application technology
- builds consensus as to priorities on an annual basis
- informs the campus budget process

Membership

The core members of the AITC include the following:

- Associate Vice Chancellor and Chief Information Officer (convener)
- Assistant Vice Chancellor for Business and Financial Services
- Assistant Vice Chancellor for Human Resources
- Assistant Vice Chancellor, Enrollment Management
- Director, Institutional Planning and Analysis
- Director of Communications, University Relations
- Executive Director, Advancement Services
- Director, Sponsored Projects
- Budget Director

Other stakeholders participate in meetings based on their interest per the agenda for each meeting. Agendas are published and widely disseminated in advance of the meetings.

Logistics

It is anticipated that the AITC will meet quarterly, with the timing of the meetings coordinated with the budget development process. The Office of the CIO will provide organizational and administrative support to the AITC, including the development of a supporting web site, collaborative tools, information capture, etc., as needed.