Information Technology Advisory Committee

October 31, 2007

Overview

The goal of the Information Technology Advisory Committee (ITAC) is to provide a collaborative environment for exploring how to best align information technology infrastructure and services with the needs of the campus from the perspective of general information technology services, support, policies, and procedures. The ITAC is intended to broadly represent the campus community with members drawn from all constituencies. It is anticipated that other, more specialized, committees will be established to deliberate on needs specific to the faculty and administrative computing; the ITAC is primarily focused on items such as desktop computer support, mobile devices, email & calendaring applications, and other general user technology.

Committee Charge

As a body that focuses on how well general campus information technology needs are being met, the ITAC will generate formal recommendations as to how information technology infrastructure, services, policies, and support should evolve to better meet current and future needs. It is anticipated that recommendations would normally be submitted to the Associate Vice Chancellor and CIO who would in turn submit any recommendations that could not be acted upon within the central Information Technology Department to the Executive Vice Chancellor and Provost for consideration.

Committee deliberations are anticipated to include:

- Identification of short term needs that are not being met and/or processes that are not working effectively
- Vision as to how the evolution of user needs may necessitate a corresponding evolution of information technology services and support
- Critiques of IT Department proposals as to changes in infrastructure, services, and policy
- Any other topics deemed of interest by the Committee

The Information Technology Department will support the work of the Committee by providing as requested:

- Presentations of general IT strategies, vision, and near term implementation landscape
- Detailed proposals for adding, expanding, or modifying information technology infrastructure, services, support capabilities, and policies
- Information about system-wide (UC) and nation-wide developments in laws, policies, information technology projects, collaborations, etc., that might be of potential interest to or have potential impact on UC Merced
- Status updates on issues of interest to the Committee
- Any other input solicited by the Committee

Logistics

The ITAC will be minimally comprised of one representative of each major Division (Academic Affairs, Administration, Student Affairs, University Relations), the Library, each School, and the Faculty Senate, as well as one graduate student and one undergraduate. Nominations will be submitted to the Chancellor for selection. The normal term of appointment shall be for two years; however, half of the initial appointments shall be for a term of 1 year, so that half of the members in future years will have had at least 1 year of prior experience on the committee.

The Chair will be elected by the Committee at the initial meeting in each academic year. The agenda for each meeting will be developed by the Chair in consultation with the Associate Vice Chancellor and Chief Information Officer (CIO). The CIO, on an ex-officio, non-voting basis, will participate in all meetings, and, on a meeting-by-meeting basis, will invite representatives from the Information Technology Department as appropriate to the agenda. Logistical support will be provided by the IT Department.

It is anticipated that meetings will be scheduled initially 4 times per academic year for a duration of 1 ½ hours, however, the Committee may choose to adjust the schedule and meeting durations as it deems appropriate.