

INFORMATION TECHNOLOGY ADVISORY COMMITTEE

Truman State University

(Fall 2000)

Purpose

The Information Technology Advisory Committee is a University group responsible for establishing and monitoring University-wide technology standards, priorities, and policies. The group identifies and assesses University technology needs and assists with the development and implementation of the Information Technology Strategic Plan. The group works with the Office of Information Technology to review progress on technology initiatives, to provide feedback, and to serve as a forum for communication.

Specific Charges

The Information Technology Advisory Committee has these specific charges:

- Participates with the Information Technology Strategic Planning Task Force during the development of the IT Strategic Plan;
- Reviews institutional progress on IT Strategic Plan initiatives;
- Oversees planning and prioritization of information technology efforts to ensure consistency with the institution's strategic and tactical plans and the institutional budget; this effort supports the annual IT Tactical Plan;
- Develops institutional standards for IT equipment and software;
- Develops institutional policies regarding access to and use of IT resources;
- Develops and/or reviews procedures related to IT resources and services;
- Communicates with the University community on matters of direction, policies, procedures, and standards;
- Reviews issues regarding the Office of Information Technology's practices and performance.

Authorizing Executive Body

The Information Technology Advisory Committee reports to the President through the Vice President for Academic Affairs. Recommendations regarding standards and policies are presented to the President for approval.

Membership

The President appoints members. Membership term is two years and representation typically includes the following positions or a delegate from that area.

- Vice President for Academic Affairs (ex officio; non-voting)
- Chief Information Officer (ex officio; non-voting)
- Executive Director of OIT (ex officio; non-voting)
- Division Faculty (9, one for each Division; faculty will also be members of the TLTR)
- Academic Division Head (1)
- Dean of Admissions and Records (1)
- Student (1)
- Director Institutional Research/Budgets (1)
- University Dean for Planning and Institutional Development
- Chief Advancement Officer (1)
- Dean of Student Affairs (1)
- Faculty Development (1)
- Staff (1)
- Business Office (1)
- Faculty Senate (1)
- Dean of Residential Colleges (1)
- Public Relations (1)

The group will be chaired by the Chief Information Officer. Staff from the Office of Information Technology will attend Committee meetings with the Executive Director as needed.

Subordinate Structures

The group may establish ongoing or finite steering committees and/or task forces. Examples of such committees or task forces are:

- The Academic Technology Steering Committee
- The Administrative Technology Steering Committee
- Internet Development Task Force
- Standards Development Task Force

Meeting Frequency

This group typically meets twice a month or monthly, twelve months a year. Meetings will be 60-90 minutes in duration and will convene at 3:30 p.m.

Committee Duration

This is a standing committee.

(Revised 3.29.00)