

TENNESSEE TECHNOLOGICAL UNIVERSITY
Information Technology Committee
Minutes
February 21, 2013

PRESENT

Mr. Reid Christenberry
Mr. Rick Cumby
Dr. Annette Littrell
Dr. Ken Currie
Ms. Tammy Cobb
Mrs. Ann Hellman
Dr. Mike Allen
Dr. Sharon Huo
Dr. Paul Semmes
Dr. Carl Owens
Ms. Tracy Black/for Dr. Glenn James
Dr. Doug Talbert
Mr. Josh Edmonds
Dr. Brian Huguenard
Mr. Jeff Young
Mr. Zack Freeman/for Mr. Jordan Meador
Mr. John Smith

ABSENT

Ms. Debbie Barnard
Mr. Michael Wise

PRESENT NON-VOTING RESOURCE

Dr. Bobby Hodum
Dr. Dennis Hood
Mr. David Willis
Ms. Lisa Maas

ABSENT NON-VOTING RESOURCE

Mr. Jerry Boyd

Chairperson Doug Bates called the meeting to order at 3:05 pm in the President's conference room, Derryberry Hall.

Approval of Agenda:

Election of the IT Subcommittee was added to the agenda. Agenda and addition were approved by Chairperson Doug Bates.

Approval of November 8th 2012 Minutes:

Dr. Doug Talbert made a motion to approve the November 8, 2012, minutes. Dr. Carl Owens seconded the motion. Motion carried.

Purpose and Responsibilities of the Information Technology Committee:

Mr. Reid Christenberry gave a presentation on examples of IT Governance (see attachment).

Mr. Reid asked the committee to give their ideas on campus needs.

- Keep an eye on technology changes, use effectively while looking ahead, embrace planning and vision.
- Prioritization of spending for the whole campus, prioritizations of efforts.

- Policy making and approving policy.
- Strategic planning.
- Faculty, staff, and students improve communication.
- Look at new technologies.
- Increase standardization and communication.
- Implement effective technology aimed at decreasing hassles for students.
- Seeking out new technology enhancements for campus.
- Forms to share ideas on campus.
- ITC does not live up to its name.
- Innovation and change.
- STEM Center should be added to committee

Mr. Reid said he wants the ITC to keep moving, don't look at the past, but look to the future.

The Academic Affairs Subcommittee was formed with the following members:

Dr. Sharon Huo

Mrs. Ann Hellman

Dr. Brian Huguenard

The Administrative Affairs Subcommittee was formed with the following members:

Mr. John Smith

Mr. Josh Edmonds

Mr. Jeff Young

The Strategic Planning Subcommittee was formed with the following members, with two more members to be elected.

Mr. Reid Christenberry

Dr. Doug Bates

Other Such Matters:

Dr. Doug Bates recommended the ITC present a Structure of ITC at our next meeting.

Dr. Sharon Huo asked that the ITC have people from different colleges to give input.

Adjourned:

The ITC meeting was adjourned at 4:15 pm by Dr. Bates.



Examples of IT Governance

Reid Christenberry

Information Technology Committee

February 21, 2013



Why is IT Governance Necessary?

- Communication channel (to/from IT and constituencies)
- Alignment mechanism
- Focus of future vision
- Advance policy development
- Prioritization of efforts



IT Committee Mission or Purpose

Provides:

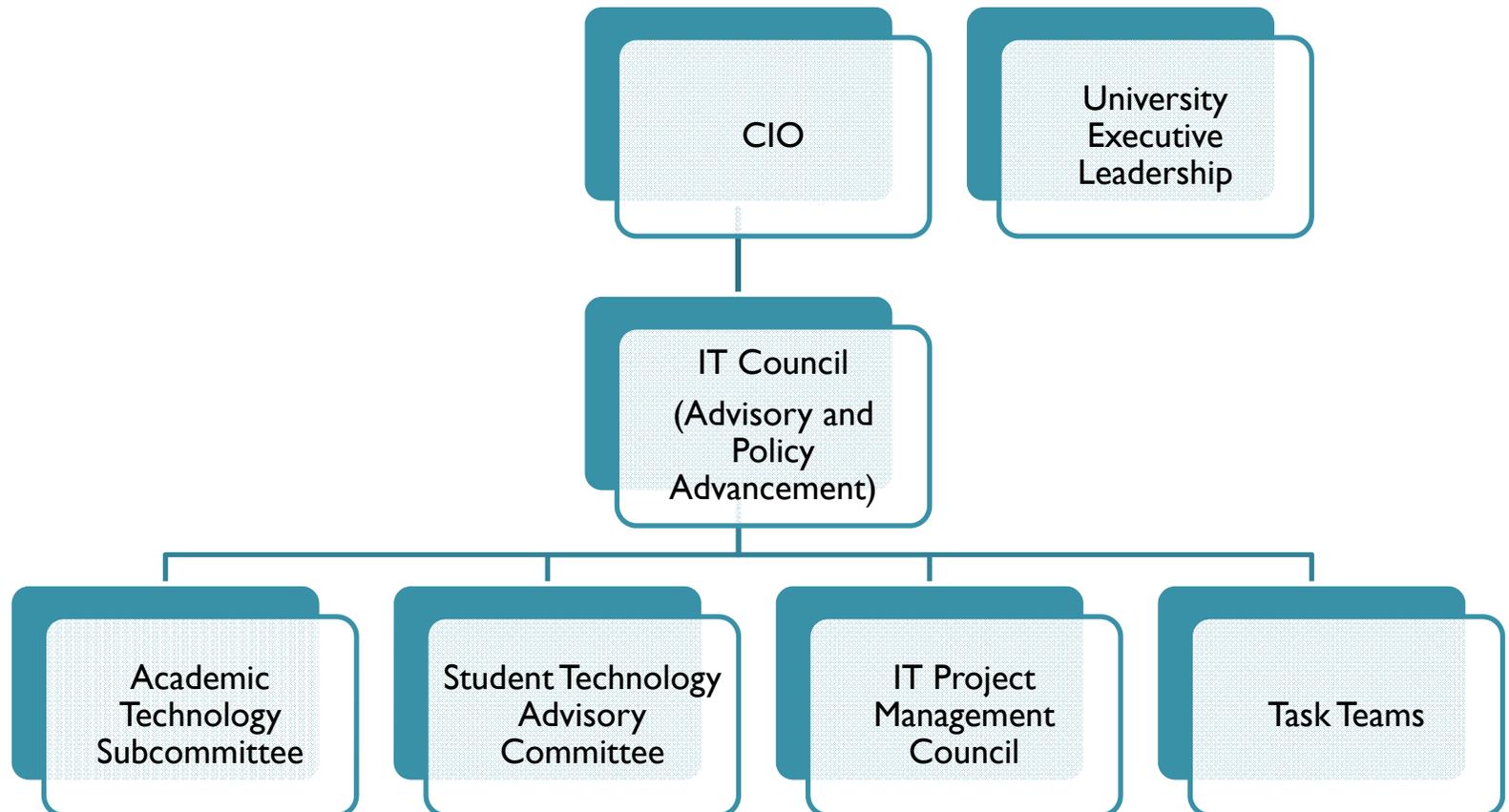
- 1) Advice and consultation to the Chief Information Officer (CIO), and
- 2) Communication for the strategic and tactical planning of information technology from a university perspective



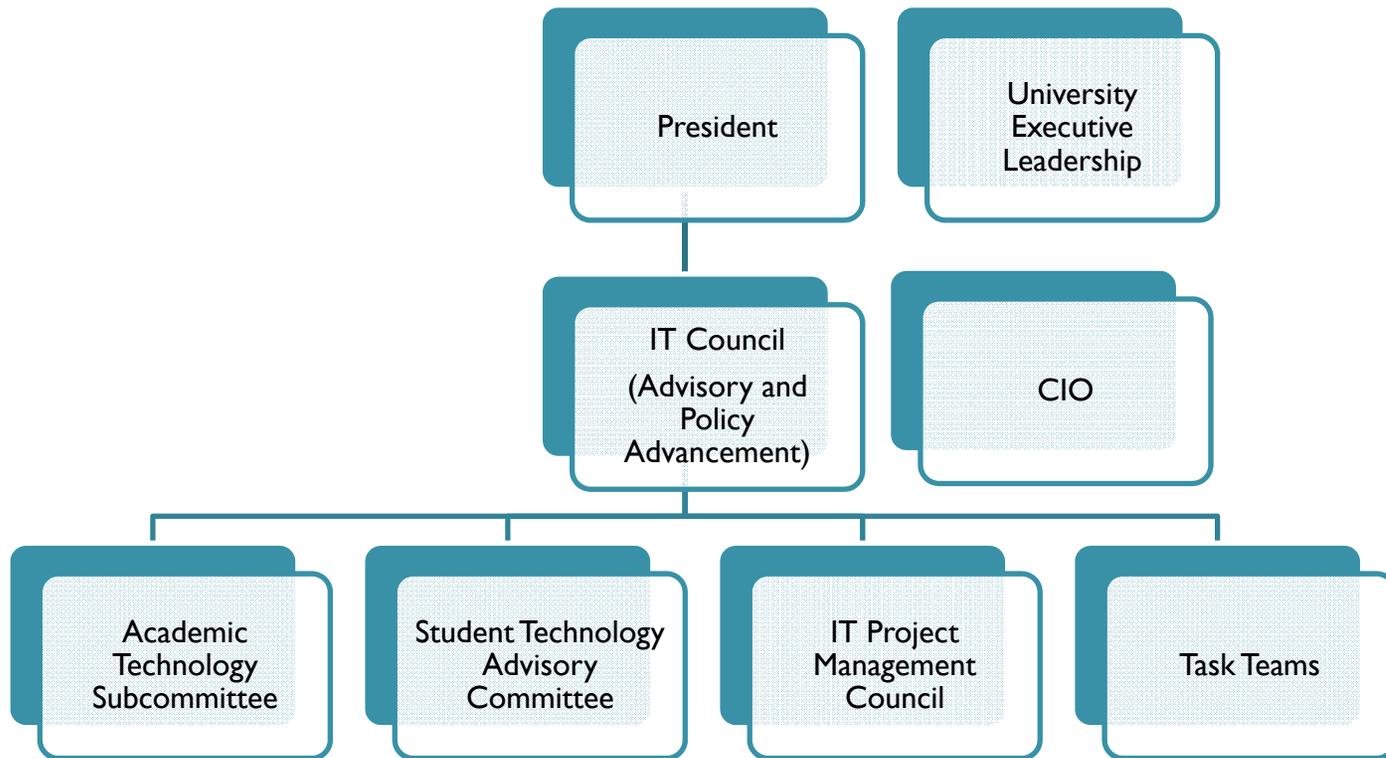
IT Committee Areas of Focus

- IT Strategic Plan
 - Alignment
 - Communication with Constituencies
- IT Project Portfolio Management
- IT Direction and Vision
- IT and Information Security Policy

Option I – Advisory to CIO



Option 2 – Advisory to President



IT Committee Responsibilities

1) Make policy recommendations to CIO, for advancing through policy channel	6) Review and provide feedback about annual tactical plans to the CIO and the College Executive Team
2) Review project/initiative priority recommendations to the CIO for consideration and provide feedback to the University Executive Team	7) Assist in the definition of measurement criteria for strategic goals and tactics
3) Review annual environmental analysis submitted by the annual planning team and make recommendations	8) Address strategic student, faculty, and staff support issues
4) Review recommendations for strategic plan revisions/updates that come from the annual planning team	9) Charter ad hoc teams for focused initiatives and research
5) Obtain ongoing involvement and feedback from GPC constituent groups on shaping and improving technologies	



Committee “Rules of Engagement”

- Maintain a university-wide perspective
- Focus on present and future needs, not past issues
- Attend all meetings; if unable to attend, no surrogates
- Come prepared to participate
- Operate by consensus
- If no consensus, escalate to CIO



Academic Technology Advisory Committee (ATAC) Mission

The Academic Technology Advisory Committee serves to advise and communicate technology needs and issues to the Chief Information Officer and the Information Technology Advisory Committee on technology issues affecting teaching, learning, and scholarly activities

ATAC Responsibilities

Discuss technology issues that affect faculty	Assess needs and develop proposals for technology initiatives that support GPC's goals and objectives
Alert IT Services to strategic support issues and emerging technology needs	Develop proposals for technology initiatives that provide TTU with a competitive advantage and will aid in attracting and retaining students, faculty, staff and external support
Advise IT Services regarding strategic support needs and any issues that, if unresolved, would jeopardize the successful completion of approved technology initiatives	Provide report to the CIO for inclusion in the strategic plan annually, by Nov 1

ATAC Responsibilities (cont)

Provide representatives to the Student Technology Access Fee competitive proposal review committee	Appoint faculty member co-chair or designee to report to ITC in fall and spring semesters to demonstrate the committee has completed responsibilities listed in this charter
Serve as liaison between IT Services and faculty for the purposes of disseminating information related to technology	Aid in developing or reviewing an annual faculty use survey
Appoint faculty member co-chair or designee to serve on the Information Technology Council (ITC)	



Student Technology Advisory Committee (STAC) Mission

- Provides advice and guidance to the Chief Information Officer (CIO) and Information Technology Advisory Committee (ITAC) on issues related to student use of technology. The STAC is charged with:
 - Serving as ‘the’ voice for student technology needs for both operational purposes and strategic purposes, and
 - Collects and solicits ideas from the student body



STAC Responsibilities

Recommend policy recommendations on student technology matters.

Provide input to the CIO on potential, planned and current projects.

Provide input to the OIT strategic plan as part of the annual renewal and environmental analysis.

Alert OIT to strategic support issues and emerging technology needs.

Provide a forum for discussion of technology issues that affect students

Disseminate Information Technology-related information to students

Provide representatives to the Student Technology Access Fee competitive proposal review committee

Chair serves on the IT Strategic Advisory Committee

STAC Responsibilities

Recommend policy recommendations on student technology matters.	Provide a forum for discussion of technology issues that affect students
Provide input to the CIO on potential, planned and current projects.	Disseminate Information Technology-related information to students
Provide input to the OIT strategic plan as part of the annual renewal and environmental analysis.	Provide representatives to the Student Technology Access Fee competitive proposal review committee
Alert OIT to strategic support issues and emerging technology needs.	Chair serves on the IT Strategic Advisory Committee



Discussion