




University Senate CHARGE

Date:	October 24, 2014
To:	Jess Jacobson Chair, Elections, Representation, & Governance Committee
From:	Donald Webster Chair, University Senate 
Subject:	Addition of User Experience Working Group to the IT Council
Senate Document #:	14-15-10
Deadline:	December 19, 2014

The Senate Executive Committee (SEC) requests that the Elections, Representation, & Governance (ERG) Committee review the attached proposed revision to the IT Council structure and evaluate whether an additional working group focused on “user experience” should be added.

Specifically, we ask that you:

1. Consult with the Director of Finance, Human Resources, Planning and Projects within the Division of Information Technology on the need for a working group on user experience.
2. Consider whether the proposed working group on user experience will help address the information technology needs of the campus.
3. Consider whether the chair of the proposed working group should be a voting member of the IT Council Steering Committee.
4. Consider whether any additional working groups should be added to the IT Council to address any needs not being met by the existing and proposed groups.
5. If appropriate, recommend changes to the Senate Bylaws.

We ask that you submit your report and recommendations to the Senate Office no later than December 19, 2014. If you have questions or need assistance, please contact Reka Montfort in the Senate Office, extension 5-5804.

Attachment

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8.3 University IT Council:

8.3.a Charge: The IT Council shall advise and report on policy issues concerning the Division of IT to the University Senate and the Vice President for Information Technology and CIO. In addition to such responsibilities as are enumerated in Article 7 of these *Bylaws*, the IT Council shall:

- 1) Respond to requests from the Division of Information Technology, extra-divisional advisory bodies (such as the Council of Deans or the Student Technology Fee Committee), the University Senate, or other campus stakeholders for guidance on IT policy and implementation.
- 2) Advise on the Division's budget, material resources, personnel, staffing and human resources, administrative policies and practices, and have all other responsibilities listed in 7.4 of the Bylaws of the University Senate.
- 3) Initiate strategic inquiries on IT-related matters impacting or likely to impact the campus community.

8.3.b Membership: The IT Council Steering Committee shall consist of a chair (1), the chairs of the five (5) IT Council Working Groups, and the following members already serving on an IT Council Working Group: one (1) exempt staff member, one (1) undergraduate student, one (1) graduate student, one (1) non-tenured research faculty member, one (1) tenured faculty member. The Vice President and CIO, or a designee, shall serve as a non-voting ex-officio member. Additional non-voting ex-officio members may be appointed as needed, by agreement between the CIO and the SEC.

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8.3.c The Chair of the IT Council Steering Committee shall be appointed by the Vice President for Information Technology and CIO and the Senate, as described in 7.5 of these Bylaws. The Chair will serve a three year term. The Chair shall normally (subject to exception by agreement of the Vice President and the Senate) also serve as a member of one of the Working Groups.

8.3.d Working Groups: The IT Council shall create five standing Working Groups. These groups should carry out research and make recommendations on IT issues, and shall each work with the appropriate Deputy CIO in the Division. The chair of each Working Group shall be appointed by the Committee on Committees, in consultation with the CIO and shall serve a two-year term. The five Working Groups shall be:

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- 1) Learning @ Technology
- 2) Enabling Research
- 3) Infrastructure
- 4) Enterprise Systems
- 5) User Experience

8.3.e Reporting Responsibilities: The IT Council shall report to the Vice President and CIO of the Division of Information Technology and to the University Senate.