



KOIT-19

Information Technology Advisory Committee

Scope

This policy is specific to the Indiana University Kokomo campus.

Rationale

The Information Technology department desires to have input on important decisions that affect the campus. This is best achieved by having an Information Technology Advisory Committee representing a broad cross-section of the campus.

Policy Statement

Indiana University shall have an Information Technology Advisory Committee (ITAC) which meets once a month during the academic year for the purpose of advising the Information Technology department on a wide range of issues related to the adoption, implementation and support of technology.

The membership of the ITAC shall be as follows:

1. Each Vice Chancellor may appoint one member to the committee (4)
2. Each Dean, except for the Library Dean (see number 5 below), may appoint one member to the committee (5)
3. Each Department Chair may appoint one member to the committee (3)
4. The Director of Continuing Studies may appoint one member to the committee (1)
5. The Director of Student Advising may appoint one member to the committee (1)
6. The student body president may appoint one member to the committee (1)
7. The following will be permanent members (4):
 - a. Chief Information Office (CIO)
 - b. Library Dean
 - c. Director of the Center for Teaching, Learning, and Assessment
 - d. Director of Computing and Technology Services

Each Appointing Authority named in items 1 through 6 above may appoint themselves if they so choose. All appointments, except for those listed in item 7, are for one year; however, there is no limit on the number of times one individual can be appointed to the ITAC. The Chancellor must approve all appointments.

The chair of the ITAC will be the Chief Information Officer (CIO) or another committee member designated by the CIO.

Procedures

The Appointing Authorities named in items 1 through 4 in the preceding section, must submit the names of their appointments to the Chancellor no later than August 1 of each year. The

Chancellor shall review the appointments and either approve or disapprove each appointment.

If an appointment is not approved, the Chancellor will notify the Appointing Authority and request that another person be appointed. This process will continue until the Chancellor has approved a nominee from each Appointing Authority.

No later than the end of the first week of classes, the Chancellor will send letters welcoming the people who have been approved as ITAC members. The Chancellor will at the same time provide a list of the ITAC members to the CIO. No later than September 1, the CIO will notify committee members of the meeting schedule for the academic year and provide an agenda for the first meeting.

Definitions

The **Appointing Authorities** are: the Vice-Chancellors; the Deans (except for the Library Dean); the Department Chairs; the Director of Continuing Studies; the Director of Student Advising; and the Student Body President.

Related Policies, Laws and Documents

None

Policy History:

Written on August 8, 2008.

Two appointments (by the Director of Continuing Studies and the Director of Student Advising) were added to the committee membership list as was the statement permitting the CIO to designate a chairperson on October 8, 2008.

Approved by Cabinet on October 10, 2008.