

# INFORMATION TECHNOLOGY

## EXECUTIVE COMMITTEE

### CHARTER

**Revised April 14, 2000**

The Vice President for Research and Information Technology (VPRIT) serves as the Chief Information Officer for Colorado State University. The VPRIT utilizes the Information Technology Executive Committee (ITEC) which is staffed by university officers.

## Membership

Voting members of the committee are:

Vice President for Research and Information Technology (chair)

Provost/Academic Vice President

Vice President for Administrative Services

Representative of the Council of Deans

Ex-officio members are comprised of the Information and Instructional Technology Planning Group (IITPG), comprised of::

Associate Provost - Educational Outreach

Dean of Libraries

Director of Cooperative Extension

Director of Academic Computing & Networking Services

Director of Information Systems

Director of Instructional Services

Vice Provost for Undergraduate Studies

## Scope of Activities

The ITEC is concerned with information technology resources including

Information Technologies, such as

Computing (mainframes, servers, desktop computers, applications, etc.)

Communication (voice, video and data)

Instructional Technology

Information Services

Information itself

Information Technology Infrastructure

The committee is especially concerned with technology change as it affects instructional methods, research approaches and administrative processes.

ITEC serves as the university advisory committee for matters concerning Charges for Technology.

ITEC seeks input and counsel from various sources such as the Council of Deans, Faculty Council and its committees, various other CSU committees (Executive Budget Committee, Associate Deans, Campus Administrative Advisory Group, etc.), technology managers, and interested and qualified individuals. ITEC may, on occasion, establish ad hoc committees to develop recommendations on specific issues. ITEC develops proposed information technology policy which it recommends to the President's Cabinet for adoption.

Finally, ITEC develops and maintains an information and instructional technology vision and strategic plan for CSU which is integrated with the university strategic planning and budgeting process.

## **Assessment**

Each year, in June, ITEC will obtain and review information technology annual reports from Academic Computing & Networking Services (ACNS), the Division of Educational Outreach (DEO), Information Systems (IS), the Libraries, Media Relations, the Office of Instructional Services (OIS) and Cooperative Extension. Such annual reports are to be brief, limited to about 2 pages in bullet form, and cover: 1) progress during the last year, 2) plans for the forthcoming year, and 3) significant issues and challenges. ITEC may also request annual reports from academic departments and colleges concerning their information technology activities and plans. Similarly, ITEC may also request annual information technology reports from non-academic units at CSU. At the beginning of each year fiscal, ITEC will review its activities from the previous year and develop an agenda for the coming year. At this time ITEC also reviews and revises its charter, as needed.