



MEMORANDUM

To: Donna E. Shalala, President

From: Richard L. Williamson
Chair, Faculty Senate

A handwritten signature in blue ink, appearing to read 'Richard L. Williamson'.

Date: October 27, 2011

Subject: Faculty Senate Legislation #2011-16(B) – Replace the Current Information Technology and Advisory Committee (ITAC) charge in the *Faculty Manual* with the Academic Computing Advisory Committee (ACAC)

At its October 26, 2011 meeting, the Faculty Senate unanimously approved the replacement of the current Information Technology and Advisory Committee (ITAC) charge in the *Faculty Manual* with the Academic Computing Advisory Committee (ACAC). The purpose of this change which had been worked out among the Senate Chair, the Provost, the Dean of the Library and the Chief Information Officer, is to reflect ACAC's focus on academic computing and the IT needs of the academic enterprises of the University.

The supporting materials are enclosed for your reference.

This legislation is now forwarded to you for your action.

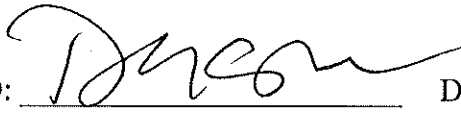
RW/rh

Enclosure

cc: Thomas LeBlanc, Executive Vice President and Provost
Steve Cawley, Vice President for Information Technology and Chief Information Officer
William Walker, University Librarian

CAPSULE: Faculty Senate Legislation #2011-16(B) – Replace the Current Information Technology and Advisory Committee (ITAC) charge in the *Faculty Manual* with the Academic Computing Advisory Committee (ACAC)

PRESIDENT'S RESPONSE

APPROVED:  DATE: 11/1/11
(President's Signature)

OFFICE OR INDIVIDUAL TO IMPLEMENT: FACULTY SENATE

EFFECTIVE DATE OF LEGISLATION: IMMEDIATELY
(if other than June 1 next following)

NOT APPROVED AND REFERRED TO: _____

REMARKS (IF NOT APPROVED): _____

ACAC Proposed Charge

(to replace the current Information Technology and Advisory Committee (ITAC) charge
in the Faculty Manual)

The Academic Computing Advisory Committee (ACAC) approves policies concerning academic computing, and engages in strategic planning, systems evaluation, and needs identification for academic computing, including the hardware, software, services, central and school-level IT infrastructure and networks that support the academic units of the University. The ACAC has responsibility for keeping the faculty and university administration informed about IT activities, opportunities, challenges and problems. The ACAC provides formal and informal reports as appropriate to the Provost, the Senior Vice President for Business and Finance, the Chief Information Officer, the Vice Provost for Research, the Academic Deans Policy Council, and/or the Faculty Senate, as appropriate.

The ACAC conducts its work in close consultation with and reviews the work of IT committees and task forces, and ACAC sub-committees. In the event of a disagreement between the ACAC and the Chief Information Officer on a matter of academic computing policy, the matter shall be referred to the Provost and the Chair of the Faculty Senate for resolution. The ACAC provides advice on the charges and scope-of-work of these bodies. It may recommend or establish objectives for these groups, and shall monitor the results.

The ACAC specifically:

- a. Reviews IT's strategic plan and ensures that it supports the University's academic objectives;
- b. Engages in strategic planning that reflects the technology needs of the academic enterprises of the University;
- c. Makes recommendations on technology policy development and implementation;
- d. Advises on the promulgation of University-wide IT architecture standards and infrastructure;
- e. Participates in policy development in key areas such as security, name identity, e-mail systems, and protection of privacy;
- f. Identifies emerging and unaddressed needs, opportunities, and challenges; and
- g. Advises on priorities of IT initiatives, particularly those dealing with academic computing, taking into consideration need, funding, operations, and training issues.

The ACAC shall normally meet once each month except December, June, July and August. It may meet on such other occasions as the Chair shall decide are necessary. The Chair shall prepare and distribute an agenda prior to each meeting.

Except as provided in this paragraph, each academic dean and the University Librarian shall appoint one faculty member with an interest in academic computing to serve on the

ACAC, with the understanding that regular attendance is essential. The Dean of the Miller School of Medicine shall appoint two members, one a clinician and the other a medical researcher. The College of Arts and Sciences shall appoint three members, one each from the physical and natural sciences, another from the social and psychological sciences, and a third from the arts and humanities. The Chair of the Faculty Senate shall appoint three members to annual, renewable terms. The Chair of the Senate's Library and Information Resources Committee shall serve as an *ex officio* voting member. The Chief Information Officer and the Assistant Vice President for Academic and Research Systems shall serve as *ex officio* non-voting members.

The Chair shall be appointed by the Provost after consultation with the Chief Information Officer and the Chair of the Faculty Senate.

The Chair may invite other interested persons to participate in the discussions of the ACAC on a particular agenda item. He or she has the discretion to invite schools and colleges having their own IT professionals to appoint an observer, either for a particular session or for the academic year.

October 14, 2011