

IT Strategy Committee Charter

Charge

The Information Technology Strategy Committee (ITSC) provides direct oversight of the campus IT governance structure for UC Berkeley, and supports Berkeley's teaching, research, and service missions by reviewing and evaluating strategies, plans, policies, and investments regarding the use of information technology (IT) and making recommendations for action. The Committee is charged with:

- Understanding the critical IT needs for faculty, researchers, students and staff.
- Reviewing key developments in information technology for potential impacts to, and adoption by, UC Berkeley.
- Appraising the breadth and scope of Berkeley's IT portfolio to prioritize reallocations and/or investments in new capabilities to support the University's core missions, to facilitate broad understanding of and reduce duplication in the portfolio, and to identify potential for efficiencies and cost savings in Berkeley's business operations.
- Providing guidance to the campus on a variety of IT-related issues.
- Determining the criteria for issues that will be considered by the ITSC, and revisiting these on an annual basis.
- Making recommendations to the IT Executive Committee (ITEC) about strategic plans, policies, and funding priorities for information technology at the University.

The ITSC receives input from five governance subcommittees:

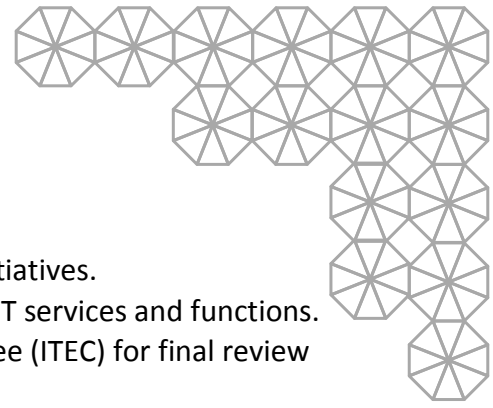
- Enterprise Applications and Data Committee
- Student Systems Executive Steering Committee
- Research, Teaching, and Learning Technologies Committee
- Information Risk Governance Committee
- IT Architecture and Infrastructure Committee

In addition, input received by the CIO from the following advisory committees may also be brought to the attention of ITSC when needed as part of evaluation and priority-setting processes:

- Faculty
- IT Leadership Group (IT leaders with direct reporting relationship to CIO)
- IT Community Council (leaders of distributed IT organizations)
- Student Technology Council

Decision Domains

- The scope of ITSC review and recommendation is campus wide.



- Review and recommendation of campus-wide IT policies.
- Review and recommendation of new IT services, projects or initiatives.
- Review and recommendation of replacement or retirement of IT services and functions.
- The ITSC brings recommendations to the IT Executive Committee (ITEC) for final review and decision.

Areas of Focus

The ITSC is charged with campus governance in the following areas, within the criteria determined by the committee:

- All existing and proposed IT services for the University
- All University data
- All University IT assets

Membership

ITSC membership is designed to be representative of campus executive leadership.

Please visit technology.berkeley.edu/ITSC for the list of current committee members.

Procedures

- **Meeting frequency** – Twice per semester. The Committee will determine modifications to the meeting schedule as needed based on current activities.
- **Time Commitment** – In addition to the scheduled meetings, members can expect to spend 2-3 hours between meetings reviewing related material.
- **Meeting structure** – The Chair or a designee will collect agenda items and circulate agendas in advance of each meeting to ensure informed discussion of scheduled topics.
- **Reporting** – The Chair and Vice Chair will report on decisions.
- **Documentation of proceedings** – All meetings will have notes of discussions, recommendations, and action items.
- **Voting** – Quorum is 70% of voting members in person or electronically; one vote per person.
- **Sub-Committees/Working Groups** – Additional ad hoc subcommittees or working groups may be established to work on specific projects or topics as needed.
- **Committee Support** – The Office of the CIO will provide administrative support as needed by the Chair and Vice Chair.

With these guidelines as a basis, the ITSC will determine its need for other operational procedures.