

CHARTER INFORMATION TECHNOLOGY EXECUTIVE STEERING COMMITTEE

MISSION:

The Information Technology Executive Steering Committee (ITESC) will oversee the IT governance structure and processes for UNC Chapel Hill. ITESC will also oversee activities of the governance coordinating committees that are a part that structure. The coordinating committees will provide recommendations regarding strategies, priorities, policies and standards for campus computing to the ITESC and/or to the CIO.

The ITESC will focus its efforts on ensuring consistent and deliberate progress toward a mature IT governance structure and processes; on identifying and resolving conflicts, confusion and inefficiencies in the use of campus IT resources; and on ensuring that decision-making occurs at the right levels regarding IT goals, policies, standards, priorities and investments.

The ITESC will provide oversight of IT governance and input to the CIO regarding:

- Strategic Alignment
Alignment of the University's IT strategy with the University's business/academic missions, needs and objectives
- Value Delivery
Assuring that IT strategy delivers benefits and provides value
- Resource Management
Optimal investment in and proper management of IT resources, including applications, information, infrastructure and people
- Risk Management
Understanding and awareness of IT risks and effective, appropriate management of these risks

The ITESC may receive input and/or recommendations from IT governance subcommittees regarding:

- IT Principles
What is the role of IT and how will IT be used?
- IT Infrastructure Strategies
Strategies for the base foundation, centrally coordinated services
- IT Architecture
Policies or standards that direct technical direction regarding the use of IT
- Business application needs
Specifying the needs for purchased or internally-developed systems
- IT Investment
How much and where to invest in IT (priorities)
- IT Policies
Guidance to the campus in the use of IT

MEMBERSHIP

A committee chairperson will be appointed by the Provost. Committee membership will be reviewed every two years and adjusted as appropriate.

Initial members of the committee are as follows:

1. Executive Vice Chancellor and Provost, Bruce Carney
2. Vice Chancellor for Information Technology and Chief Information Officer, Larry Conrad
3. Vice Chancellor for Finance and Administration, Dick Mann
4. Vice Chancellor for Research and Economic Development, Tony Waldrop
5. Vice Chancellor for Medical Affairs and Dean, School of Medicine, Bill Roper
6. Dean of School of Information and Library Sciences, Gary Marchionini
7. Chair of the Faculty, McKay Coble
8. President, Student Body, Max Backman-Harned
9. GPSF, Keith Lee
10. Vice Chancellor of Human Resources, Brenda Malone
11. Staff Representative, Danny Nguyen

PROCEDURES

- Committee activities – Support for the activities of the committee will be provided by a person designated by the chairperson. The Office of the CIO will assist as necessary as requested by the chairperson.
- Meeting structure – The chairperson or a designee will collect agenda items and circulate agendas in advance of each meeting to ensure informed discussions of scheduled topics.
- Meeting frequency – at least quarterly. The committee will determine modifications to the schedule based on needs related to current activities.
- Documentation of proceedings – All meetings shall have notes of discussions, recommendations and action items.

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