Provost
Vice Chancellor for Admin & Finance
Deans
Outreach and Graduate Studies
Faculty Senate Chair
Faculty Senate Secretary
Registrar's Office (2)
Personnel Office
Date:3-21-07

UWRF

Faculty Senate • http://www.uwrf.edu/faculty_senate/welcome.html
Senators: Chair – Wes Chapin, Vice Chair – Ogden Rogers, Secretary – John Heppen, Executive Committee – Brenda Boetel and Glenn Potts

TO: Don Betz, Chancellor
        116 North Hall
        University of Wisconsin-River Falls

FROM: Wes Chapin, Chair
      Faculty Senate
      University of Wisconsin-River Falls
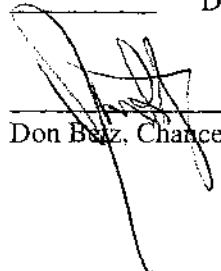
RE: UW-RF Faculty Senate Motion 2006-2007/67

At the March 21, 2007 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 2006-2007/67 was made, seconded, and passed. This motion is forwarded for your action:

Motion 2006-2007/67 passed on March 21, 2007. This motion will take effect immediately.

Second reading of a motion from the ILTC to approve the revised technology committees structures.

_____X_____   Approved

_____   Disapproved

_____   3/29/2007
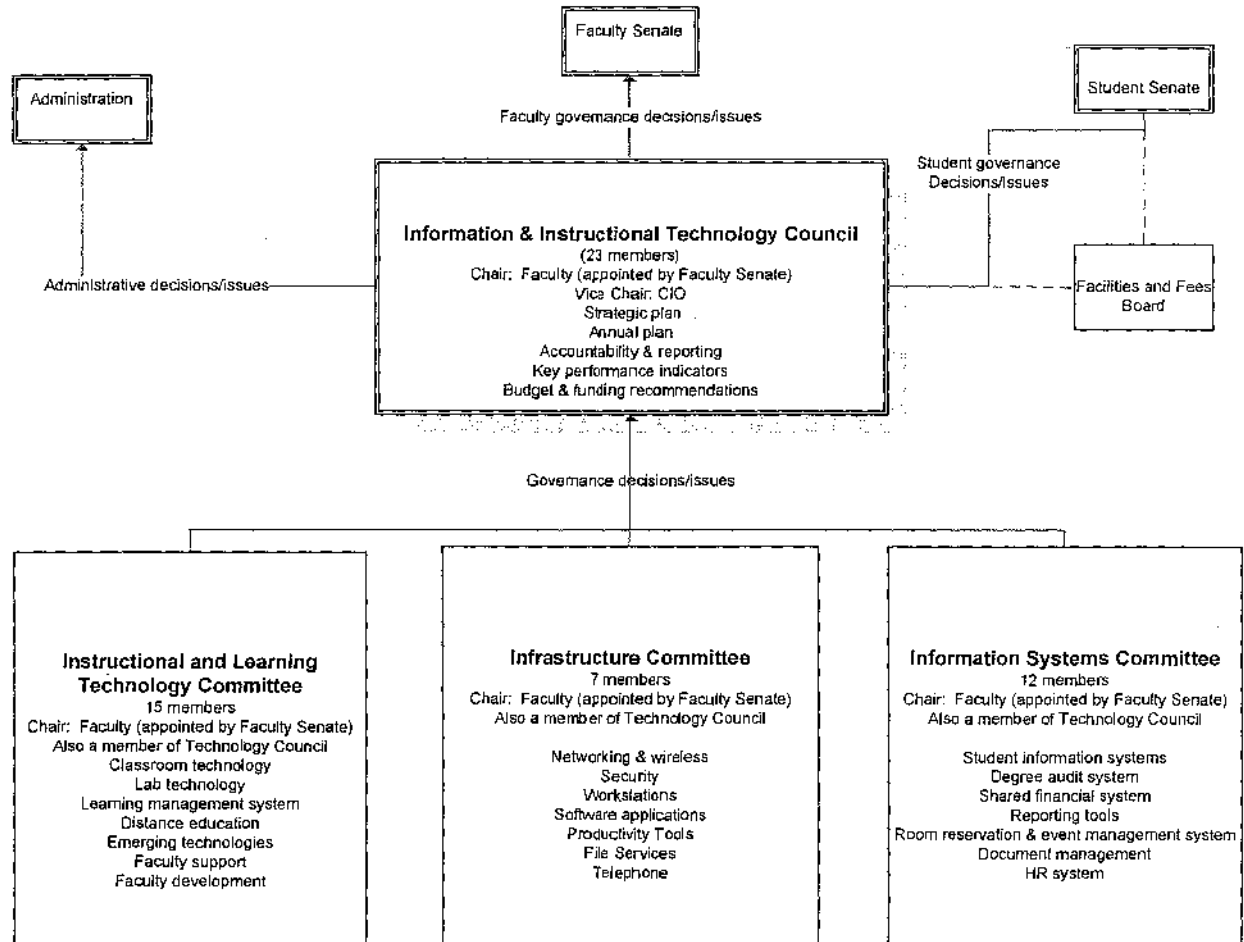Don Betz, Chancellor   Date

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A motion from the ILTC to approve the revised technology committees structures

Motion from the Faculty Senate Executive Committee to
1. Accept the proposed IT Shared Governance Structure recommended by the Instructional and Learning Technologies Committee,
2. Place the language below into the Faculty Senate's By-Laws, renumbering and re-lettering as appropriate (excluding the items specified as "informational," and
3. To include the following language in the Structure's Language: "Changes to this structure require the joint agreement of the Faculty and Student senates."

University of Wisconsin-River Falls
Proposed IT Shared Governance Structure

The Information & Instructional Technology Council is the primary advisory and decision-making group for information technology at UW-River Falls. The council has three subcommittees: Instructional and Learning Technology, Infrastructure and Information Systems. The issues that each deals with are detailed below and in the following pages.

Faculty Senate

Administration

Student Senate

Faculty governance decisions/issues

Student governance Decisions/Issues

Administrative decisions/issues

Information & Instructional Technology Council
(23 members)
Chair: Faculty (appointed by Faculty Senate)
Vice Chair: CIO
Strategic plan
Annual plan
Accountability & reporting
Key performance indicators
Budget & funding recommendations

Facilities and Fees Board

Governance decisions/issues

Instructional and Learning Technology Committee
15 members
Chair: Faculty (appointed by Faculty Senate)
Also a member of Technology Council
Classroom technology
Lab technology
Learning management system
Distance education
Emerging technologies
Faculty support
Faculty development

Infrastructure Committee
7 members
Chair: Faculty (appointed by Faculty Senate)
Also a member of Technology Council

Networking & wireless
Security
Workstations
Software applications
Productivity Tools
File Services
Telephone

Information Systems Committee
12 members
Chair: Faculty (appointed by Faculty Senate)
Also a member of Technology Council

Student information systems
Degree audit system
Shared financial system
Reporting tools
Room reservation & event management system
Document management
HR system

The Information and Instructional Technology Council and its three subcommittees are all "hybrid" groups. The division of topics around which they are organized are commonly-used in universities and other organizations. Each group will deal with a range of issues, allowing for a collaborative and inclusive approach to guiding information technology. When an issue comes before any of these groups that is under the purview of a shared governance body, designated members of the Information & Instructional Technology Council will vote and make a recommendation to the appropriate governance group.

Most of the issues that the Instructional and Learning Technology Committee will deliberate will be issues that fall within the purview of faculty governance. However, faculty and student governance issues may arise in the Infrastructure and Information Systems groups as well. Shared governance issues will be acted upon by the appropriate designated members of the Information & Instructional Technology Council.

Name: **Information** & **Instructional Technology Council**

Purpose: The Information & Instructional Technology Council serves as an overall point of coordination, planning and policy development for information technology at the university.

Duties:
1. To align the information technology strategic plan with the university strategic plan.
2. To create an annual plan for information technology and make funding recommendations.
3. To prioritize campus technology projects and monitor their progress,
4. To develop policies related to information technology in areas such as but not limited to security, access, and use.
5. To develop a long range equipment and software replacement plan.
6. To define key performance indicators for information technology, track them, assess outcomes, and utilize results to refine annual and strategic planning.
7. To evaluate the effectiveness of the information technology shared governance structure and make recommendations for improvements.
8. Charge and create short term ad hoc task teams to address specific issues.
9. Issues to be address include but are not limited to strategic IT plan, annual IT plan, accountability, reporting, and funding recommendations.

Membership (23 total):
1. Faculty COEPS (1) (Faculty Senate Appointment)
2. Faculty CAS (1) (Faculty Senate Appointment)
3. Faculty CAFES (1) (Faculty Senate Appointment)
4. Faculty CBE (1) (Faculty Senate Appointment)
5. Faculty at-large (1) (Faculty Senate Appointment)
6. Chair of the Instructional and Learning Technology Committee
7. Chair of the Infrastructure Committee
8. Chair of the Information Systems Committee
9. Students (6) (Student Senate Appointment)
10. Staff Enrollment Services (Administrative Appointment)
11. Staff Library (Administrative Appointment)
12. Information technology staff CIO
13. Information technology staff Student Affairs IT
14. Information technology staff Manager Network Services
15. Information technology staff Manager Information Systems
16. Information technology staff Manager Computer Support
17. Administration Provost or designee
18. Administration Vice Chancellor for Admin & Finance or designee

Chair:
Faculty member appointed by Faculty Senate (should have at least one year experience on the committee).

Vice-chair:
Chief Information Officer

Term:
Faculty term is three years with 1-2 new appointments each year. Student terms are one year with the option for reappointment. Administrative members have no defined term length.

Decisions and voting:
1. Faculty members of Information & Instructional Technology Council appointed by the Faculty Senate form the voting block for faculty governance issues.
2. Student members of Information & Instructional Technology Council appointed by the Student Senate form the voting block for student governance issues.
3. Faculty members of Information & Instructional Technology Council appointed by the Faculty Senate plus the student members of Information & Instructional Technology Council appointed by the Student Senate form the voting block for joint faculty and student governance issues.
4. Other decisions are made by consensus, majority vote if consensus cannot be reached.

Conduit for action:
Faculty governance decisions are forwarded to Faculty Senate, student governance decisions are forwarded to Student Senate, and administrative issues are forwarded to the appropriate administrator.
As necessary, the chair will consult with governance groups regarding shared governance authority.

Name: **Instructional and Learning Technology Committee**

Purpose: The Instructional and Learning Technology Committee facilitates the effective use of information technology in teaching, learning and research.

Duties:
1. To facilitate the effective use of information technology in teaching, learning and research.
2. To develop and recommend policies related to use of technology in teaching and learning.
3. To evaluate the effectiveness of institutional support for teaching and learning technologies.
4. To promote the use of instructional and learning technologies through communication, advocacy, faculty and staff development and ongoing support for all users.
5. To investigate emerging technologies and promote their use as appropriate.
6. To assure effective teaching and the achievement of intended learning outcomes for alternative delivery course delivery systems that utilize technology.
7. Issues to be addressed include but are not limited to classroom technology, lab technology, learning management system, distance education, emerging technologies, user support and faculty and staff development.

Membership (15 total):
1. Faculty at-large (2) (Faculty Senate Appointment)
2. Faculty COEPS (Faculty Senate Appointment)
3. Faculty CAS (Faculty Senate Appointment)
4. Faculty CAFES (Faculty Senate Appointment)
5. Faculty CBE (Faculty Senate Appointment)
6. Student (3) (appointed by Information & Instructional Technology Council)

7. Staff Library
8. Staff Manager Computer Support
9. Staff information technology Lab Manager
10. Staff Learning Technology Development Council Representative
11. Staff Student Affairs IT
12. Administrator Provost or designee

Chair:
Faculty member appointed by Faculty Senate (will also serve as a member of the Information and Instructional Technology Council).

Term:
Faculty term is three years with 1-2 new appointments each year. Student terms are one year with the option for reappointment. Administrative members have no defined term length.

Decisions and voting:
1. Shared Governance decisions are submitted to the Information & Instructional Technology Council for action by appropriate voting block of that group and subsequent forwarding to appropriate governance group.
2. Other decisions are made by consensus, majority vote if consensus cannot be reached.

Conduit for action:
Shared governance decisions are submitted to the Information & Instructional Technology Council for action by appropriate voting block of that group and subsequent forwarding to appropriate governance group.
Review, consultation, discussion and collaborative problem-solving on non-governance issues occur within the work group and do not require movement through the governance process.

Name: **Infrastructure Committee**

Purpose: The Infrastructure Committee assures that the campus network and basic technology supports the work of the university.

Duties:
1. To assure the effectiveness of the infrastructure that supports the campus's use of information technology.
2. To develop policies and plans related to security, disaster recovery and access.
3. To assure that the basic productivity and telecommunication tools used by faculty, staff and students meet their needs.
4. To advise the institution on the acquisition and use of infrastructure-related software applications (e-mail, calendar, network monitoring, patching, etc.).
5. To monitor the effectiveness of the university's desktop replacement program.
6. Technical issues to be addressed include but are not limited to networking, wireless, workstations, software applications, productivity tools, file services, and telephone.

Membership (7 total):
1. Faculty at-large (2) (Faculty Senate Appointment)
2. Student (appointed by Information & Instructional Technology Council)
3. Staff Student Affairs IT
4. Staff Manager Network Services
5. Staff Manager Computer Support Services
6. Administration Vice Chancellor for Admin & Finance or designee

Chair:
Faculty member appointed by Faculty Senate (will also serve as a member of the Information and Instructional Technology Council).

Term:
Faculty term is three years with staggered appointment years.. Student terms are one year with the option for reappointment. Administrative members have no defined term length.

Decisions and voting:
1. Shared governance decisions are submitted to the Information & Instructional Technology Council for action by appropriate voting block of that group and subsequent forwarding to appropriate governance group.
2. Other decisions are made by consensus, majority vote if consensus cannot be reached.

Conduit for action:
Shared governance decisions are submitted to the Information & Instructional Technology Council for action by appropriate voting block of that group and subsequent forwarding to appropriate governance group.
Review, consultation, discussion and collaborative problem-solving on non-governance issues occur within the work group and do not require movement through the governance process.

Name: **Information Systems Committee**

Purpose: The Information Systems Committee provides coordination and oversight for information, productivity and transactions systems used and shared by the university community.

Duties:
1. To monitor the effectiveness of the information and transaction systems used by university faculty, staff and students including accessibility, usability, and functionality.
2. To monitor needs of campus offices in regard to information and transaction systems and recommended changes and additions.
3. To develop policies related to information and transaction systems.
4. To investigate new systems and recommend their consideration for implementation.
5. Issues to be address include but are not limited to student information system, web, degree audit system, shared financial system, reporting tools, room reservation, event management system, point of sale, door security, document management system and human resources system.
6. To disseminate information to internal and external audiences.

Membership (12 total):

1. Faculty at-large (2) (Faculty Senate Appointment)
2. Student (2) (appointed by Information & Instructional Technology Council)
3. Staff Manager Information Systems
4. Staff Student Affairs IT
5. Staff Library
6. Staff e-SIS Coordinator
7. Staff Enrollment Services
8. Staff Enrollment Services
9. Staff Webmaster
10. Administration Vice Chancellor for Admin & Finance or designee

Chair:
Faculty member appointed by Faculty Senate (will also serve as a member of the Information and Instructional Technology Council).

Term:
Faculty term is three years with staggered appointment years. Student terms are one year with the option for reappointment. Administrative members have no defined term length.

Decisions and voting:
1. Shared governance decisions are submitted to the Information & Instructional Technology Council for action by appropriate voting block of that group and subsequent forwarding to appropriate governance group.
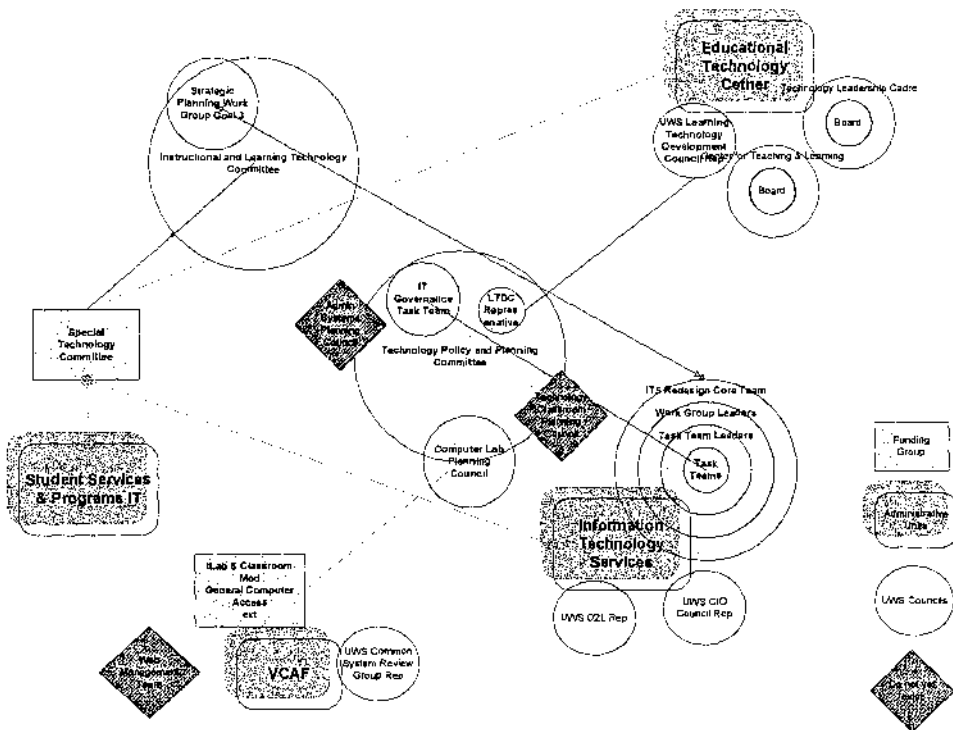2. Other decisions are made by consensus, majority vote if consensus cannot be reached.

Conduit for action:
Shared governance decisions are submitted to the Information & Instructional Technology Council for action by appropriate voting block of that group and subsequent forwarding to appropriate governance group.
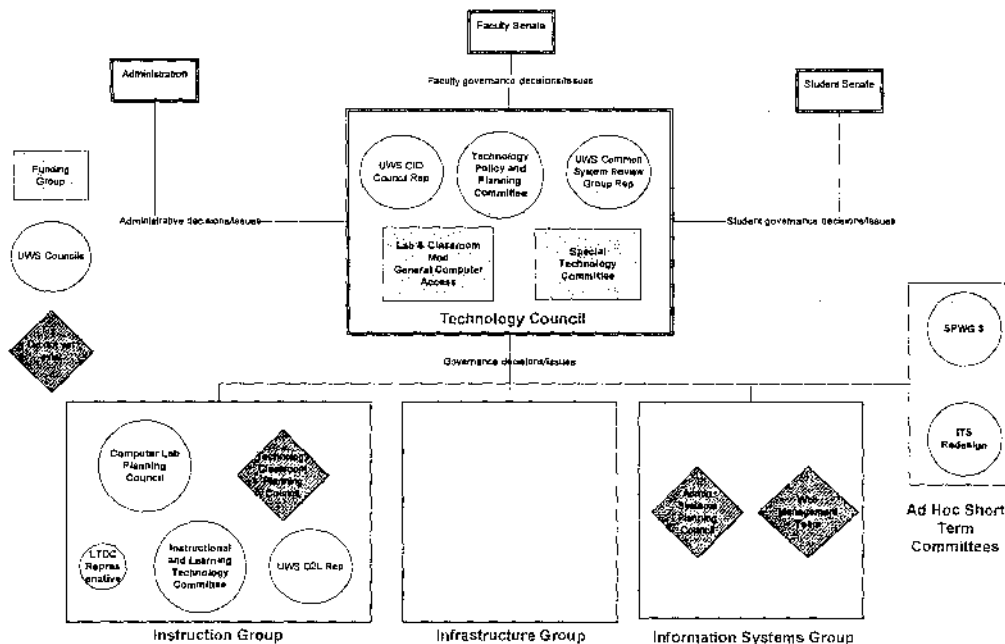Review, consultation, discussion and collaborative problem-solving on non-governance issues occur within the work group and do not require movement through the governance process.

The diagram immediately below is for informational purposes only and is not intended to be added to the *Handbook*.

Current IT-Related Committees & Groups

Current IT-Related Committees Mapped onto Proposed Structure

Current IT-Related Committees Mapped onto Proposed Structure

Current Committees	**Charges are reassigned to**
ILTC (Instructional and Learning Technology)	Instructional and Learning Technology Committee
CLPC (Computer Lab Planning Council)	Instructional and Learning Technology Committee
STC (Special Technology Committee)	Information and Technology Council
TPPC (Technology Policy and Planning Council)	Information and Technology Council