

## **Technology Infrastructure Advisory Committee**

### **I. Charge**

The Technology Infrastructure Advisory Committee shall advise the Division of Information Technology, the Chief Information Officer and subsequently the Executive Cabinet regarding services, design, maintenance and utilization of Georgia College's technology infrastructure and its related systems, procedures and policies.

### **II. Function**

1. The Technology Infrastructure Advisory Committee shall receive suggestions, recommendations, inquiries and proposals regarding the application of technology and its related enterprise technology infrastructure from the faculty, staff and administrators and governance groups from within the campus community.
2. It shall be the function of the committee to decide if proposals received should be considered, amended, accepted, or rejected. If accepted or accepted with amendment(s), the proposals shall be submitted, with recommendations to Chief Information Officer for forwarding to the Executive Cabinet.
3. On occasion, the Technology Infrastructure Advisory Committee may be specifically requested to research and consider particular information technology matters and report its findings to the Chief Information Officer and/or Executive Cabinet.
4. In the performance of its duties, the Technology Infrastructure Advisory Committee shall have the option of soliciting information and assistance from such campus offices or groups as may be appropriate. The Committee may commission necessary subcommittees in order to complete its charge.
5. The Technology Infrastructure Advisory Committee is an advisory group, not a policy making body. The Chief Information Officer shall present recommendations and findings from the Technology Infrastructure Advisory Committee to the Executive Cabinet. The Technology Infrastructure Advisory Committee shall submit a written report of its activities annually to the Chief Information Officer to be shared with the Executive Cabinet.
6. The Technology Infrastructure Advisory Committee will:
  - A. Provide recommendations for coordinated campus-wide standards and network architecture, relating to:
    - Networking
    - Telecommunications
    - Security
    - Hardware and Software Platforms
    - Interconnectivity
  - B. Recommend policies and procedures relating to:
    - Network design and bandwidth utilization
    - Prioritization of projects
    - Access to network resources
    - Internet access
    - Hardware and software replacement cycles

- Support, maintenance, and training
  - Instructional technologies
- C. Evaluate newer technologies.

### **III. Membership**

Members of the Technology Infrastructure Advisory Committee shall be selected for appointment from within the areas listed below:

- Remote center representative
- Library representative
- SGA representative
- One faculty representative from each college
- One university governance representative
- One representative for each university division
- Director of Network and Systems Administration
- SERVE representative

Non-voting – Information Security Officer

For each position to be filled, the supervisor of the represented area shall recommend potential members. Selection shall be based on interest, experience, and expertise in infrastructure. The Executive Cabinet shall choose the initial committee members.

All members will have the opportunity to vote. A quorum for any meeting will consist of a simple majority of voting members.

### **IV. Chair**

The Technology Infrastructure Advisory Committee shall select its chair from the committee membership by a majority vote. The chair shall serve a one-year term and shall be eligible for re-election (but may serve no more than two consecutive terms). The chair shall convene all meetings, set the agenda, cast a vote on all motions, and arrange the taking and report of minutes. No less than one committee meeting shall be convened each calendar quarter.

### **V. Terms**

Members' term of service shall be 2 years, except for the SGA Student Representative, which shall serve a 1-year term. Half of the terms shall expire each year. Initial memberships shall expire on the rotation as determined by the Committee

### **VI. Meeting Times**

Meeting times will be established by the committee to accommodate the schedules, including class schedules, of as many members as possible. The Committee shall meet at least once annually. Minutes of the meeting shall be posted to the Committee's URL.