

University-Wide Information Technology Governance Program Revision *September, 2023*

Background

Texas A&M University (TAMU) established an IT Governance (ITG) program during 2017 as a result of TAMU System Audit #20160203. The program operated for four years and experienced mixed results, with some committees successfully achieving their intended outcomes, while other committees fell short of their goals. Between 2021-2023, the [Path Forward Initiative](#) re-organized the operating structure of information technology units, multiple support units (e.g. Marketing, Finance, Facilities), created new Colleges, revised existing Schools, re-organized the Office of the Provost, along with numerous other actions intended to improve the operational efficiency and effectiveness at TAMU.

The scale of changes implemented across TAMU warrant a revision to the ITG program to reflect the new organizational structures. Changes to ITG will ensure input and decision-making activities incorporate the needs of faculty, staff, students, clinicians, researchers, and indeed, all stakeholder groups at TAMU. Hereafter, the collective reference of stakeholders will be simplified to employees and students.

At its core, a University-wide IT Governance program seeks to address IT issues that impact the entire University through a formalized mechanism for input and recommendations. IT Governance is the assurance that Information Technology aligns with the outcomes required by the University for successful fulfillment of its mission. It ensures that appropriate decision-making activities are done in concert with the University's strategic priorities, while taking into account input from a broad base of stakeholders. The new model is a mix of strategic, tactical, and operational needs. While traditional IT governance should focus primarily on strategic needs, the revised model reaches broadly across the strategic, tactical, and operational domains in order to reflect the new TAMU operating model and remediate gaps in service delivery.

Revised Model

The updated model advocated through this document reflects the new organizational structures in place at TAMU. The model decommissions certain committees, revises existing committees, and creates new committees needed for successful operation.

Decommissioned Committees

The following committees will be decommissioned:

TECHNOLOGY SERVICES

University – Wide IT Governance Program



- Security and Policies Committee

Revised Committees

The following existing committees will receive a revised charter and membership structure:

- [Enterprise Services Committee](#)
- [Student and Academic Technologies Committee](#)
- [Research Technologies Committee](#)
- [CIO & Strategic Chairs Committee](#)

Newly Created Committees

The following committees will be newly created:

- [Data Governance Committee](#)
- [Service Experience Committee](#)
- [Emerging and Innovative Technologies Committee](#)

Newly Incorporated Committees to the Governance Program

The following existing committees will be formally incorporated into the University-Wide IT Governance Program.

- [Health Technologies Committee](#)

Guiding Definition

IT Governance is the assurance that IT aligns with the outcomes required by the university for successful fulfillment of its mission. It ensures that appropriate decision-making activities (prioritization and funding) are done in concert with the university's strategic priorities, while considering input from a broad base of stakeholders.

Mission, Purpose, and Responsibilities

Mission Statement

Ensure holistic alignment of IT resources and services university-wide to support the mission of the university, while becoming more efficient and effective in the focus of attention and time on activities that achieve shared priorities in a decentralized organizational structure.

Purpose Statement

IT Governance at Texas A&M is the essential foundation for a shared IT vision that is agile and responsive. Allowing the entire university IT community to unite on common goals that will serve the university, state, and citizens of Texas.

Responsibilities

The responsibility of a shared IT vision belongs to all clients, decision makers, and stewards of IT services across Texas A&M. It is this shared responsibility that is reflected in the IT Governance framework, to facilitate

a common, thoughtful consideration of the overall needs of the university community. IT Governance stewards the shared responsibility of the overall governance of IT initiatives across the Academic, Administrative, Research, and Technical domains.

Values

We value the ability to be open to multiple perspectives, recognizing that the executive leaders of Texas A&M drive IT's overall effectiveness, and respect the uniqueness of the university's organizational culture. As such, the five tenets that drive confidence in IT Governance are: Transparency, Accountability, Collaboration, Stewardship, and Agility.

Value 1: Transparency

We value Transparency by providing information about IT decisions to all stakeholders with clear information on the process for funding, decision making, and strategic dialogues with the appropriate stakeholders at various levels of the university.

Value 2: Accountability

We value Accountability by acknowledging that IT is accountable to the governing groups for IT decisions with the subsequent implementation and execution of decisions in a timely manner. Accountability is further exemplified by providing feedback, updates, and reports to all appropriate stakeholders regarding IT Governance outcomes.

Value 3: Stewardship

We value Stewardship through the assurance that IT leadership is efficiently and responsibly using IT resources in the best interest of the university, its stakeholders, and members of the extended Texas A&M community.

Value 4: Collaboration

We value Collaboration in dialogues and decision-making by ensuring that decisions are informed from multiple perspectives and increase teamwork via the implementation of projects across divisions for greater impact and utilization.

Value 5: Agility

We value Agility by facilitating the continual service improvement of the IT Governance framework through adaptation and adjustment to succeed in a rapidly changing, ambiguous, and dynamic environment of higher education.

Objectives and Scope

The scope of IT Governance includes, at the broadest, an alignment of IT outcomes required by the university for successful fulfillment of its mission. IT Governance encompasses appropriate university-wide IT decision-making activities, IT policy and standards development, IT risk optimization, assurance of IT benefit and value realization, optimization of IT investment and resource management, and alignment of IT strategy to the overall university mission and strategy.

- Objective 1

Establish, maintain, communicate, and continuously improve a campus-wide IT vision that supports the Texas A&M mission, goals, and outcomes.

- **Objective 2**
Establish, maintain, adjust, report, and continuously re-align an IT investment management program through an IT budget structure for total IT expenditures university-wide, with primary focus on the CIO's IT organization(s).
- **Objective 3**
Establish, maintain, communicate, and continuously improve IT policies, technical architectures, and technical standards that support strategic, university-wide IT priorities.
- **Objective 4**
Set the direction, exercise decision-making, and prioritize an IT portfolio of university-wide services, programs, and projects for the purpose of aligning IT investment to the university mission and requirements of stakeholder groups.
- **Objective 5**
Enable the utilization and optimization of IT services, programs, and projects for technology-related initiatives at the university-wide level.
- **Objective 6**
Facilitate a formal input structure from a diverse body of university-wide stakeholders on the performance and utilization of existing IT services, as well as the identification of new IT services.

IT Governance Mechanisms

An IT Governance domain is a distinct collection of decisions spanning across strategy, tactics, management, and policy. Each domain contains several processes, realized via decision and input structures. The IT Governance framework includes the Executive, Strategic, and Technical-Policy domains.

Executive Domain

Accountable for the overall evaluation, direction, and monitoring of the IT Governance framework. The Executive Domain ensures that IT enables and supports the achievement of the university mission and business objectives. This occurs through the integration of IT strategic plan(s) with the university strategic plan, alignment of IT services with university operations for the purpose of optimizing services and processes, and the optimal utilization of IT investments. The Executive Domain contains processes and structures that have final authority over IT operations and the associated management tiers.

Strategic Domain

Accountable for planning, building, running, and improving all aspects of the IT organization(s). The Strategic Domain ensures that IT creates optimal value (bundle of benefits less the actual costs as viewed by the consumer of an IT service or resource) by delivering the services and resources necessary to enable the fulfillment of the university mission and business objectives. The Strategic Domain contains processes and structures that provide input and make recommendations that are ultimately approved by the Executive Domain, except for Operational and Managerial decisions.

Technical-Policy Domain

Accountable for the alignment and development of relevant standards and procedures necessary to identify, evaluate, analyze, mitigate, manage, monitor, and communicate IT-related risk, policy, and architecture as an

integral part of the university-wide IT Governance framework. The Technical-Policy Domain ensures that IT builds, maintains, and/or replaces IT architectural plans, applications, infrastructure, policies, procedures, and risk management activities according to the Executive Domain’s risk appetite and tolerance thresholds. The Technical-Policy domain has an overlapping relationship with the Strategic Domain, as inputs and outputs between the two domains will be both common and expected. This domain is distinct from the Strategic Domain in that it is responsible for the specialized technical analysis of topics that lead to recommendations, plans, and policies that are not included in the scope of the Strategic Domain.

Decision-Making Structures

Decision-making structures are organizational units and roles responsible for receiving input from university stakeholders and making decisions within a defined scope. This section contains each decision-making structure in the IT Governance framework, recognize inputs and outputs between the structures, outline alignment processes to ensure that behaviors are consistent with IT policy, and draw unique boundaries between the structures and their associated sub-structures.

The decision-making structures recognized in the Component Model include only the council and committees. Formal IT Governance relationships exist through specific scope and interactions outlined in this document. Informal inputs/outputs that are not specifically addressed in this document are recognized to exist and impact the overall operation of the IT Governance structure. Structures outside of the component model diagram may be grafted or voiced into the IT Governance framework as part of the other campus entities domain. The CIO and Strategic Chairs Committee (CSCC) serves as the authoritative body for recognizing input groups and will maintain a process for request/acknowledgment into the framework.

Outside of formal input bodies, any student, faculty, or staff member (university stakeholders) may submit issues or topics for review by the IT Governance committees. University stakeholders should route these requests through their respective governance body (e.g., undergraduate students to student government association, faculty to faculty senate, staff to university staff council, IT professionals to IT strategic liaisons, etc.).

It is important to highlight that IT decisions will occur outside of the governance model with respect to management. Management plans, builds, runs, and monitors activities in alignment with the direction set by the governance model to achieve university objectives. Whereas governance ensures that stakeholder needs, conditions, and options are evaluated to determine balanced, agreed-on university objectives to be achieved, setting direction through prioritization and strategic decision-making, and monitoring performance and compliance against agreed-on direction and objectives.

Structural Definitions

IT Committee

An IT committee is a deliberative assembly that serves various functions around a university IT service, topic, outcome, or stakeholder group on a continual basis. Committees may report to an IT Governance committee but are not required to do so to maintain existence unless expressly defined by the IT Governance framework. An IT committee recognized by the IT Governance framework is required to maintain an approved charter, elect a chairperson, utilize a consistent membership structure, and conduct periodic communications. A committee may invite input from another committee on an ad-hoc or routine basis. A committee within the IT Governance framework holds decision rights to a university IT service, topic, outcome, or stakeholder group at the

university-wide level unless the topic is within the domain of the CIO and Strategic Chairs Committee. A committee may form one or more operational groups and receive input and presentations from those groups or any university stakeholder by invitation. Existing IT committees across the university that wish to become a recognized IT committee and report into the IT Governance framework must receive approval by the CIO and Strategic Chairs Committee.

Operational Group

An operational group is a deliberative assembly that serves a specific IT committee(s). It is typically comprised of experts in a specified area of knowledge or practice, in combination with the appropriate stakeholders. Operational groups can be continual in nature and may be disbanded at the discretion of their parent committee(s). They can be convened to accomplish a specific objective with the expectation that the group will disband when the objective has been completed. Operational groups offer input and recommendations to their parent committee(s), but not directly to other committee(s) unless expressly authorized to do so by the parent committee(s). Operational groups do not hold decision or funding rights to a university IT service, topic, outcome, or stakeholder group at the university-wide level. Operational groups are not required to maintain a charter unless directed to do so by the respective parent committee(s).

IT Advisory Body

An IT advisory body exists as either a chartered or un-chartered group of individuals whose purpose is to represent the voice of a stakeholder group holistically without regard to a specific topic or issue. A chartered advisory body example could include the Faculty Senate or Student Government Association. These groups are intended to represent the collective interests of their constituents and actively lobby through informal or formal mechanisms for results that positively meet their interests. An unchartered advisory body example could include a group of IT directors from across the university who meet with the CIO for the purpose of advising on technical or operational topics of interest that are within the IT domain. Such a group would not require a charter and would meet on a recurring basis. Bodies of this nature may serve as an input to the IT Governance framework without the need for formal recognition as an input source, as it is within the purview of the CIO to consult such groups within the course of their professional duties or obligations.

IT Special Advisory Body

An IT special advisory body exists as a chartered group of individuals whose purpose is to complete special tasks and initiatives at the request of the Vice President for IT and CIO. This body is similar in purpose to an IT task force; however, it will endure indefinitely as opposed to a specific assignment that starts and ends. An IT special advisory body does not serve as a direct input into an IT Governance committee, acting as a stand-alone resource for the CIO. A component of the former Information Technology Advisory Committee will be charged as a special advisory body.

IT Community of Practice

IT communities of practice complete the work of addressing priorities outlined by the CSCC or IT committee(s) and appoint a leader or leadership group who can foster participation, establish a charge, and develop clear success criteria. IT communities of practice are collaborative, university-wide communities of professionals dedicated to supporting one another and elevating a given service, topic, outcome, or stakeholder group on a continual basis. IT communities of practice are self-managing and gather individuals around a specific topic that is expected to be enduring, though may be disbanded when the topic is no longer relevant due to technology changes or incorporation into the IT Governance framework. All university students, faculty, and staff are welcome to participate in the IT communities of practice unless prohibited by an IT community of practice charter. IT communities of practice do not hold decision or input rights in the IT Governance framework and

are required to interact with a committee or council to voice input or tender recommendations. An IT community of practice example is the [GoWeb](#) initiative intended to enable collaboration of communication professionals across the university. A component of the former Information Technology Advisory Committee will be charged as an IT community of practice.

IT Stakeholder Steering Group

An IT stakeholder steering group serves as a representative stakeholder group that works with IT project teams to determine the best course of action and to provide accountability for IT projects at the university. IT stakeholder steering groups aid project teams in developing a project charter that directs the project towards key requirements needed most from the service, create effective communication plan(s) to distribute information to affected stakeholders across the university, refine the project plan, research about the project or service at the university and peer institutions, and deliver the projects and services that the university truly needs.

IT stakeholder steering groups serve as a project management resource for university-wide initiatives and may be formed by an IT committee. An IT stakeholder steering group should contain the project manager for the respective initiative with an appropriate representation of stakeholders for the initiative. At the discretion of an IT committee structure, an IT stakeholder steering group may evolve into a committee or subcommittee once the project transitions into operations.

Enterprise Services Committee

The Enterprise Services Committee (ESC) seeks to align enterprise information technology services based on the prioritized business needs of the university.

Meeting Frequency. The ESC meets on the fourth Tuesday of September, November, February, April, and June. The committee will determine modifications to the meeting schedule as needed based on current activities.

Committee Scope

- Identify and prioritize technology-based solutions for university-wide IT service needs, set priorities and ensure coordination on the effective use of information technology resources to meet the operational needs of the university.
- Reduce costs, facilitate innovation, and promote efficient communication through the use of enterprise services.
- Provide counsel on resource prioritization in cases where there is resource contention that cannot be resolved at a lower team level or for projects impacting multiple systems (major upgrade schedules, portal change, integrations, etc.).
- Ensure diverse stakeholder input across the university is incorporated for enterprise-wide services.
- Evaluate the effectiveness of university-wide applications while promoting compliant information technology standards.
- Provide assurance that plans and recommendations for enterprise services are evaluated against the impact on the university's mission, strategic goals, and objectives.
- Provide strategic oversight for enterprise application domains to include, but not limited to: Finance & Procurement Systems, Student Administration Systems, Human Resource Systems, and Academic Personnel Systems.
- Ensure enterprise applications minimize duplication of campus IT services and applications used for university business processes.
- Evaluate service improvements to reduce administrative burden and deliver optimized services that maximize process efficiency and effectiveness outcomes for the University community for enterprise services and applications within the ESC scope.
- Evaluate potential university-wide and institutional data systems projects using academic data in partnership with the Data Governance Committee that use data collected from enterprise services.

Membership (19)

- 1 Faculty Senate Representative
- 1 System Office Representative (Appointed by TAMUS CIO)
- 2 Faculty Members (Appointed by the Provost)
- 1 Division of Finance and Business Services Representative (Appointed by the VP for Finance & Business Services)
- 1 Division of Marketing and Communications Representative

- 1 Human Resources and Organizational Effectiveness Representative (Appointed by the VP for HROE)
- 1 Student Government Association Representative
- 1 Graduate and Professional Student Council Representative
- 3 Campus Leaders (By appointment of the President) (Department heads/Utilities/Facilities/Health)
- 1 Staff Council Representative
- 1 IT Professional (Appointed by the Vice President for IT and CIO)
- 1 School of Law Representative
- 1 Galveston Campus Representative
- 1 McAllen Campus Representative
- 1 Qatar Campus Representative
- Associate Vice President for Enterprise Application Services *Ex-Officio*

Standing Subcommittees

- Howdy Committee

Student and Academic Technologies Committee

The Student and Academic Technologies Committee seeks to support the technology needs of the teaching and learning mission of Texas A&M University.

Meeting Frequency. The SATC meets on the third Thursday of September, November, February, April, and June. The committee will determine modifications to the meeting schedule as needed based on current activities.

Committee Scope

- Review and recommend teaching and learning technology applications.
- Develop recommendations for university-wide technologies to support the alignment of innovative and transformational initiatives that promote excellence in teaching and learning technologies.
- Strategic planning covering technologies needed to support campus teaching and learning technology activities.
- Provide technology platform evaluation and supporting strategies in support of student success systems.
- Assess university-wide applications and make operational, planning, and technical recommendations for stakeholder groups.
- Create proposals for the integration of academic technologies to related systems in partnership with the Enterprise Services Committee.
- Evaluate potential university-wide and institutional data systems projects using academic data in partnership with the Data Governance Committee regarding the use of student data.
- Partner with the EITC to identify emerging technology trends and future needs.

Membership (17)

- 1 Academic Success Center Representative (Appointed by Vice Provost for Student Success)
- 1 Representative Appointed by the Dean of Faculties
- 2 Associate or Assistant Deans for Academic Affairs (By appointment of the Provost)
- 1 Faculty Senate Representative
- 2 Undergraduate Students (By appointment of the Student Government Association)
- 2 Graduate Students (By appointment of the Graduate and Professional Student Council)
- 2 IT Professionals (By appointment of the Vice President for IT and CIO)
- 1 Open Access Labs Representative
- 1 Center for Learning Excellence Representative
- 4 Faculty Members (By appointment of the Provost)

Standing Subcommittees

- LMS Integration



Research Technologies Committee

The Research Technologies Committee (RTC) seeks to align research information technology services based on the prioritized business and research goals of the university.

Meeting Frequency: The RTC meets on the second Tuesday of September, November, February, April, and June. The committee will determine modifications to the meeting schedule as needed based on current activities. Meetings will be staggered to avoid conflict with other committees.

Committee Scope

- Review and recommend enterprise research technology applications and solutions that impact researchers.
- Identify and evaluate university-wide research technology IT policy issues as requested by the Vice President for Research or related stakeholder groups.
- Identify and evaluate university-wide research data management or governance issues in collaboration with the Data Governance Committee.
- Identify and evaluate university-wide data science technologies and infrastructure.
- Make recommendations for university-wide projects and service priorities in support of research technologies.
- Strategic planning covering technologies needed to support Division of Research strategic plan objectives.
- Develop strategies to assist Principal Investigators (PIs) on existing and planned grant funded initiatives to support existing technology investments or potential technology investments, with a vision to include Technology Services into the grant process earlier to develop a sustainable framework.
- Evaluate potential university-wide and institutional data systems projects using academic data in partnership with the Data Governance Committee that uses research data.
- Provide insight on the University protocols for research data management.

Membership (15)

- 1 Faculty Senate Representative
- 2 Faculty Members (Appointed by the Division of Research)
- 1 System Office Representative (Appointed by TAMUS Vice President for Research)
- 2 Council of Principal Investigators (CPI) Representatives
- 1 Research Centers and Institutes Representative (By Appointment of Vice President for Research)
- 1 Sponsored Research Services Representative (By Appointment of Vice President for Research)
- 1 University Research Council Representative (By Appointment of Vice President for Research)
- 1 Executive Advisory Council on Core Facilities Representative (By Appointment of Vice President for Research)
- 1 High-Performance Research Computing Representative (By Appointment of Vice President for Research)
- 1 Graduate and Professional Student Council Representative

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- 2 Research Leader Representatives (By appointment of the President)
- 1 IT Professional (By appointment of the Vice President for IT and CIO)
- Assistant Vice President for Research Technology *Ex-Officio*

Standing Subcommittees

- TBD

Data Governance Committee

The Data Governance Committee (DGC) seeks to guide university-wide data management and governance needs for the University.

Meeting Frequency. The DGC meets on the third Tuesday of September, November, February, April, and June. 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 4-6 hours between the meetings via correspondence methods reviewing related material and handling more routine matters via electronic methods utilized for decision-making.

Committee Scope

- Provide guidance for the development, implementation, maintenance, and promotion of university-wide data management policies, standards, guidelines, and operating procedures for Institutional data assets.
- Advise on university-wide strategic objectives for data management including sourcing, distribution, maintenance, and quality of Institutional data assets.
- Advise on university-wide data management practices for decision making including data lakes, data warehouses, business intelligence strategies, metadata management, data stewardship programs, and related data management or governance platforms.
- Recommend plans and methods for assessing data management value and risk.
- Assist in enhancing Institutional data with consistent definitions and classifications according to data management standards and guidelines.
- Draft data policy, standards, and procedures for university data management and governance.
- Provide guidance on the appropriate protection and security of university data.
- Recommend projects and provide oversight for projects necessary to implement data quality efforts across data sources for reporting, data analysis, and the use of data to improve University decision-making.
- Form ad-hoc or working groups as needed to resolve data governance issues and/or collaborate with campus groups and IT governance committees to address data challenges.

Membership (17)

- 2 Faculty Senate Representatives
- 1 Faculty Member (Appointed by the Provost)
- 1 Graduate and Professional Student Council Representative
- 1 Academic Staff Representative (Appointed by the Provost)
- 1 Student Government Association Representative
- 1 University Libraries Representatives (By appointment of the University Librarian)
- 1 Office of Institutional Effectiveness & Evaluation Representative (By appointment of Associate Vice President for Academic effectiveness and Planning)
- 1 Institute of Data Science Representative (By appointment of Director of TAMIDS)

- 1 Office of Academic and Business Performance Analytics Representative (By appointment of Director of ABPA)
- 2 IT Professionals (By appointment of the Vice President for IT and CIO)
- 1 Research Security Officer *Ex-Officio*
- 1 Research Data Director *Ex-Officio*
- The Registrar *Ex-Officio*
- Chief Information Security Officer *Ex- Officio*

Standing Subcommittees

- TBD

Service Experience Committee

The Service Experience Committee (SEC) evaluates and recommends improvement to people, process, technology, policies, and practices to improve the overall experience in the provisioning and use of Technology Services at Texas A&M University.

Meeting Frequency. The TEC meets on the fourth Monday of September, November, February, April, and June. The committee will determine modifications to the meeting schedule as needed based on current activities.

Committee Scope

- Gather input from employees and students to identify service gaps and facilitate the improvement of service delivery.
- Collect innovative ideas to promote continual service improvement through transforming how Technology Services are delivered.
- Validate the completeness of new or changed Technology Services to ensure the outcome of service meets the needs of employees and students through simplified, efficient, and well-designed access to information resources.
- Recommend and propose annual investments and project priorities to improve the overall technology experience by seeking input through focus groups, surveys, user-centered design events, and related methods of collecting data.
- Identify opportunities for integration and collaboration to improve the technology experience with other IT Governance committees across specific domains such as research, teaching and learning, data governance, enterprise services, and health technology.
- Collect information from employees and students for enterprise software needs to be made available University-wide. Utilize criteria for centralized funding, subsidized funding, and related funding model variations to ensure software needs are prioritized to improve the overall computing experience.
- Incorporate input to improve the classroom, conference room, and learning space experience for the purpose of identifying improvements to these spaces for the assurance of optimized learning and collaboration environments to advance the University mission.
- Serve as a sounding board for IT Governance committees on policy changes, process changes, and new or changed technology services to improve the likelihood of quality service delivery.
- Continuously evaluate help desk support service quality to promote an optimal customer-service experience across employees and students when engaging with help desk(s).
- Evaluate potential university-wide and institutional data systems projects using technology experience data in partnership with the Data Governance Committee.

Membership (21)

- 1 Faculty Senate Representative
- 2 Faculty Members (Appointed by the Provost)
- 1 Staff Council Representative

- 1 Division of Marketing and Communications Representative (Appointed by Senior Associate Vice President of Marketing and Communications)
- 1 Division of Student Affairs Representative (Appointed by the Vice President for Student Affairs)
- 1 University Advancement Representative (Appointed by the Vice President for University Advancement)
- 2 Student Government Association Representatives
- 1 Graduate and Professional Student Council Representative
- 2 Technology Services Representatives (Appointed by the Vice President for IT and CIO)
- 1 Financial Management Operations Representative
- 1 Human Resources and Organizational Effectiveness Representative
- 1 University Police Department Representative
- 1 Transportation Services Representative
- 1 School of Law Representative
- 1 Galveston Campus Representative
- 1 McAllen Campus Representative
- 1 Qatar Campus Representative
- Associate Vice President for Enterprise IT Operations *Ex- Officio*

Standing Subcommittees

- TechHub Advisory Group
- Team Dynamix (TDX) Operational Group
- Team Dynamix (TDX) Advisory Group

Health Technologies Committee

The Health Technologies Committee (HTC) serves as an input and guidance body to enable innovative and effective health technologies and initiatives across Texas A&M Health. In addition to the members and charge, Texas A&M Health faculty, staff, or students may be invited to participate on special task force and focus groups.

Committee Scope

- Review and recommendation of clinical, health research, and health classroom technology applications to be procured and supported by Technology Services.
- Periodically assess satisfaction with technologies across Texas A&M Health through the use of surveys, focus groups, town halls, or any other form of input and assessment.
- Identify and facilitate Texas A&M Health strategic plan initiatives inclusive of digital health, research partnerships, and related strategies.
- Analyze the health technology portfolio to address duplication and identify opportunities for modernization for the purpose of reducing technical barriers to teaching and learning.
- Provide input to Texas A&M Health focused technology initiatives with periodic review of a project portfolio of initiatives.
- Identify and evaluate health technology policy issues in collaboration with the University-wide Security and Policies Committee.
- Manage an annual strategic review process and event that encourages students, faculty, and staff to contribute innovative strategies for the purpose of advancing the Texas A&M Health Strategic Plan to enable the Texas A&M University and Texas A&M Health missions.
- Publish an executive report to the Texas A&M Health – Senior Vice President annually covering the strategic review process, committee progress, and presentation of IT alignment activities to the Texas A&M Health strategic plan.
- Receive business cases and proposals for classroom technologies to be deployed across Texas A&M Health using funding allotments by prioritizing classroom upgrades.
- Make funding requests for technology budget changes to executive leaders and relevant governance bodies within the University-Wide IT Governance program and from other governance bodies.
- Evaluate potential university-wide and institutional data systems projects in partnership with the Data Governance Committee that use generalized health science data, protected health information, personally identifiable information, or HIPAA regulated data.

Membership (18)

- 2 Representatives from each College: Medicine, Dentistry, Nursing, Pharmacy, Public Health that may include teaching faculty, research faculty, clinical faculty, academic affairs members, or related academic roles. (By appointment of each respective Dean)
- 1 Academic Technology Representative from among Medicine, Dentistry, Nursing, Pharmacy, Public Health.
- 2 Representatives appointed by the Senior Vice President for Texas A&M Health.
- 2 Information Technology Professionals. (By appointment of the Vice President for Information Technology).



- 2 Texas A&M Health Graduate Student Representatives. (By appointment of the Office of Graduate and Professional Studies)
- 1 Texas A&M Health Undergraduate Student Representative. (By appointment of the TAMU Student Government Association)
- The Chief of Staff & Associate Vice President for TAMU A&M Health *Ex- Officio*

Standing Subcommittees

- TBD

Emerging and Innovative Technologies Committee

The Emerging and Innovative Technologies Committee (EITC) will Review and make recommendations on emerging and innovative technologies to support the functioning of the University; advance the development, knowledge, and application of emerging and innovative technologies; encourage the reporting and discussion of technical and social issues, and information transfer of applications of emerging and innovative technologies; and to foster the multi-disciplinary use of these technologies.

Meeting Frequency. The EITC meets on the first Thursday of September, November, February, April, and June. The committee will determine modifications to the meeting schedule as needed based on current activities.

Membership

Membership (17)

- 1 Faculty Senate Representative
- 2 Faculty Members (Appointed by the Provost)
- 1 Staff Council Representative
- 1 Student Government Association Representative
- 1 Graduate and Professional Student Council Representative
- 2 Technology Services Representatives (Appointed by the Vice President for IT and CIO)
- 1 Financial Management Operations Representative
- 1 Human Resources and Organizational Effectiveness Representative
- 1 University Police Department Representative
- 1 Transportation Services Representative
- 1 School of Law Representative
- 1 Galveston Campus Representative
- 1 McAllen Campus Representative
- 1 Qatar Campus Representative
- Chief Technology Officer *Ex- Officio*

Standing Subcommittees

- Focus Groups that will be reviewing innovative technologies such as AI, or other technologies that are on the horizon that we should be investigating.

Chief Information Officer & Strategic Chairpersons Committee

The Chief Information Officer and Strategic Chairpersons Committee (CSCC) seeks to align the overall IT Governance program to the needs of the University. This process occurs through each Committee Chairperson raising requests from their respective committee to the Chief Information Officer, who then raises those needs to the Senior Vice President for Operations and relevant subject matter stakeholders.

The CSCC meets on the second Monday of September, October, November, December, January, February, March, April, May, and June. The committee will determine modifications to the meeting schedule as needed based on current activities.

Membership

- Vice President for IT and Chief Information Officer
- Chairperson – Enterprise Services Committee
- Chairperson – Student and Academic Technologies Committee
- Chairperson – Research Technologies Committee
- Chairperson – Data Governance Committee
- Chairperson – Technology Experience Committee
- Chairperson – Health Technologies Committee
- Chairperson – Emerging and Innovative Technologies Committee

Committee Membership

Chairperson. A chairperson shall be elected during the first meeting of each year, serving a one-year term that begins during the September meeting. In the case of the initial implementation of the IT Governance framework, a chair shall be elected during the September meeting.

Chair Elect. A chair elect shall be elected during the July meeting of each year. The chair elect acts as the co-chair for the committee and serves a one-year term that begins during the September meeting, followed by a one-year term as the chair.

Member Terms. Each member shall serve a term of one year (unless designated for a two-year term) beginning in the month of September and ending in the month of July, for a total attendance of five meetings in addition to related events that occur during the term. The chair elect may request up to five members for a second term to ensure continuity of experience in the committee.

Ex-Officio Members: Ex Officio members may be appointed to each committee.

Meeting Procedures

Meeting Frequency. The committees meet on the same day of the month during September, November, February, April, and June. 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 4-6 hours between the meetings via correspondence methods reviewing related material and handling more routine matters via electronic methods utilized for decision-making.

Meeting Structure. The Office of the CIO will collect and confirm agenda items with the co-chairs and circulate agendas in advance of each meeting to ensure informed discussion of scheduled topics. Staff will be available to aid in the facilitation and documentation of the meetings. Robert's Rules of Order will be the parliamentary authority.

Reporting. The Office of the CIO will report on decisions and maintain electronic communication mediums for distributing university-wide information for ITG.

Documentation of Proceedings. All meetings will have minutes of discussions, decisions, and action items that are published within two weeks of the proceeding.

Voting. Each member shall have one vote counting toward a decision/vote, where a quorum is half of the permanent attending members. The chairperson shall have authority in deciding tied or failed votes/decisions.

Research and Supplemental Input Mechanisms. The committee may establish, at its discretion, operational groups, task forces, ITCoPs, or ITSsGs, as needed.

Committee Support. The Office of the CIO will provide administrative support.

Questions about IT Governance can be submitted to: itgovernance@tamu.edu

IT Governance Framework

