

A61.6 Information Technology Use Committee

Approved By: Faculty Senate

Last Updated: November 22, 2011 **Draft 3/12/18**

Responsible Faculty Committee: Information Technology Use Committee

Office Responsible for Administration: Office of the University Secretary

Revisions to the Policy Rationale, Policy Statement, and Applicability sections of this document must be approved by the full Faculty Senate.

POLICY RATIONALE

The Information Technology (IT) Committee is the voice of the faculty in the co-governance of IT matters.

POLICY STATEMENT

The Information Technology Use Committee, in cooperation with UNM IT and other core technology providers, is advisory to the office of the Provost/Vice President for Academic Affairs on all matters relating to technology access. The IT Committee represents and reports to the Faculty Senate through regular procedures and submits a yearly report to the Senate. In cooperation with UNM IT and other core technology providers, the IT Use Committee acts in collaboration with the IT Academic Technologies Advisory Board and the IT Research Technologies Advisory Board to provide review of and recommendations regarding administration, purchasing, use, and implementation of IT systems and applications. Through communication with the academic, research, and administrative units, the IT Use Committee represents the needs and concerns, particularly of the academic and research communities, for computing resources and information technology needs. The Chair of the IT Use Committee is a voting member of the IT Academic Technologies Advisory Board and the IT Research Technologies Advisory Board. The Committee's purview includes, but is not limited to, soliciting faculty feedback, assessment and articulation of faculty needs; advocacy of innovative and effective instructional and research technologies; active participation in IT strategic planning; advice on IT budgets; recommendations for priorities; and liaison with academic, research, and as well as administrative computer users.

Membership: Sixteen (16) voting faculty which will include one (1) faculty member from a Branch Community College; fourteen (14) faculty members from Main, HSC, and Law campuses representing at least three (3) schools and colleges none of whom are from the same department; and one (1) faculty member from the Faculty Senate Research Policy Committee. Voting membership will also include four (4) student representatives which will include two (2) students from ASUNM and two (2) students from GPSA. The UNM Chief Information Officer

(CIO), Senior Vice Provost for Academic Affairs, and the Vice Chancellor for Academic Affairs will serve as ex-officio, non-voting members. If unable to attend a Committee meeting, an ex-officio member may send a designee subject to approval by the Committee.

The terms of office shall be for two (2) years, set up on a staggered basis so that the terms of at least six (6) members will expire each year. Members can be appointed for a second two-year term. A Chair is elected by the Committee and normally will serve a renewable two-year term. In addition to the Committee members, subcommittee membership will be augmented with other faculty, administrators, staff, and students as required for specific subcommittee tasks.

APPLICABILITY

All UNM units, including the Health Sciences Center and Branch Community Colleges.

DEFINITIONS

No specific definitions are required for the Policy Statement.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committee in consultation with the responsible Faculty Senate Committee listed in Policy Heading.

WHO SHOULD READ THIS POLICY

- Academic chairs, directors, and deans
- Non-academic managers and directors
- Vice presidents and other executives

RELATED DOCUMENTS

Faculty Handbook:

Policy A51 "Faculty Constitution"

Policy A53 "Development and Approval of Faculty Policies"

Policy A60 "Faculty Senate Bylaws"

University Administrative Policy and Procedures Manual

2500: Acceptable Computer Use

2510: Computer Use Guidelines

2520: Computer Security Controls and Access to Sensitive and Protected Information

2530: Remote Electronic Input to the Financial Accounting Systems

2540: Student Email

2550: Information Security

2560: Information Technology (IT) Governance

2570: Official University Webpages

2580: Data Governance

2590: Access to Administrative Computer Systems

CONTACTS

Direct any questions about this policy to the UNM Office of the University Secretary.

PROCEDURES

[The IT Use Committee will schedule regular meetings.](#) [The Committee Chair will report Committee recommendations to the Faculty Senate.](#)

HISTORY

March 22, 2011 – Approved by Faculty Senate

DRAFT HISTORY

[March 12, 2018 –Revised to reflect 3/7/18 FSPC meeting recommendations.](#)

January 20, 2018 – Revised to address latest request to exempt HSC from the Policy and align with new Faculty Senate structure

November 14, 2017 – Revised draft to address HSC concerns.

April 3, 2017 – Revised draft to include IT Committee’s recommended changes.

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