

Information Technology Governance (ITG) Charter

VERSION: 1.7

LAST UPDATE DATE: June 21, 2024

Table of contents

Contents

- 1. Purpose 2
- 2. Structure 2
- 3. Executive Council 3
 - 3.1. President’s Executive Council (PEC) 3
- 4. Strategic Governance 3
 - 4.1. Information Technology Leadership Council (ITLC) 3
- 5. Functional Governance 4
 - 5.1. Faculty Technology Council..... **Error! Bookmark not defined.**
 - 5.2. Data Warehouse and Analytics Council (DWAC)

1. Purpose

IT Governance (ITG) at Southern Methodist University ensures the alignment of information technology investments with the strategic goals and objectives of the University.

2. Structure

The ITG framework consists of the Executive, Strategic and Functional domains (see Figure 1 below).

President's Executive Council (PEC) is the highest governing body accountable for the overall evaluation, direction, and monitoring of the ITG Framework.

Information Technology Leadership Council (ITLC) is the strategic governance domain, which provides periodic reports directly to the PEC. The ITLC functions to facilitate a common approach for soliciting, reviewing, prioritizing, and moving forward with technology initiatives across SMU's research-intensive, instructional, and administrative domains.

In addition to ITLC, there are four functional councils: Faculty Technology Council; Data Warehousing and Analytics Council (DWAC); Enterprise Application Council (EAC); and Information Security Advisory Council (ISAC). These councils function to make recommendations for projects that fall within their respective domains.

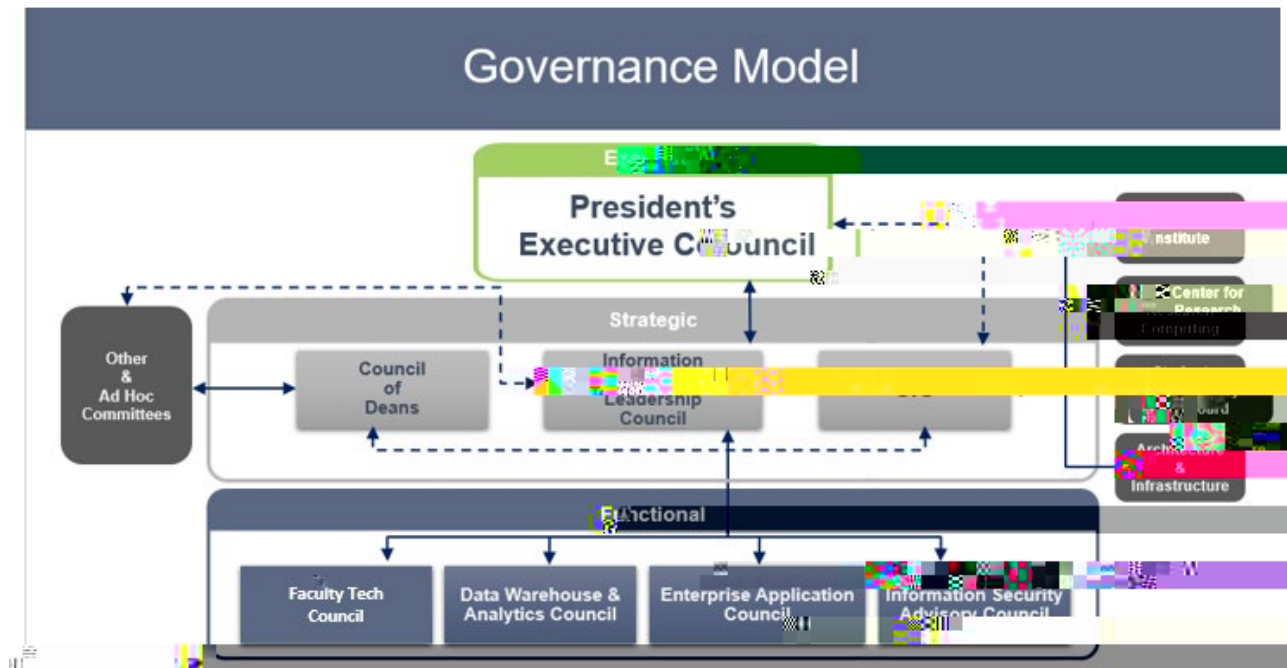


Figure 1

10. Associate CIO for Planning and Customer Service – Information Technology
11. Chief of Staff, Student Affairs
12. Research Manager: Associate Dean or Department Chair 3 (o27.9 (e)-3 (C)-0.7 (l)1 (O)8.8 (fo)-6.6 (r)11

the University decision-making and policy. The DWAC provides broad direction and priorities on data governance and the data warehouse initiatives.

5.2.2. Authority

The DWAC provides recommendations for annual academic project priorities and quarterly revisions to the ITLC.

5.2.3. Membership:

1. Director, Office of Institutional Research (chair)
2. Chief Information Officer
3. Associate CIO for Data - Information Technology
4. Associate CIO for Planning and Customer Service – Information Technology
5. Team Lead for Research and Data: Information Technology

5.2.4. Meeting Frequency

At minimum, the DWAC will meet once a month.

5.3. Enterprise Applications Council (EAC)

5.3.1. Charge

The Enterprise Applications Council (EAC) provides strategic oversight for core administrative information systems across the University.

5.3.2. Authority

The EAC provides recommendations for annual administrative project priorities and monthly revisions to the ITLC.

5.3.3. Membership

1. Assistant Provost for Strategy and Operations and Chief of Staff, Office of the Provost (Chair)
2. Member, Development Services
3. Director, Enrollment Services
4. Associate Director, Financial Aid
5. Associate Director, Human Resources
6. Director of Space Management, Office of Facilities Planning and Management
7. Associate CIO for Data and Applications Services, Office of Information Technology
8. Chief Information Officer
9. Associate Director, Office of Institutional Research
10. Project Coordinator - Residence Life and Student Housing, Student Affairs
11. Associate CIO for Planning and Customer Service – Information Technology
12. Enterprise Resource Planning (ERP) Director, Office of Information Technology
13. Integration Services Assistant Director, Office of Information Technology
14. Database Administration Assistant Director, Office of Information Technology
15. Web Director, Office of Information Technology

5.3.4. Meeting Frequency

At minimum, the Council will meet the last week of each month beginning in January and ending in November.

5.4. Information Security Advisory Council (ISAC)

5.4.1. Charge

The Information Security Advisory Council (ISAC) provides the ITG framework with institutional governance of information risk. It provides oversight and support of University information security by authoring privacy-related policies, procedures, and security initiatives.

5.4.2. Authority

The ISAC provides recommendation for annual academic project priorities and quarterly revisions to the ITLC.

5.4.3. Membership

1. Chief Security Officer, Office of Information Technology (chair)
2. Director, Business and Finance
3. Specialist, Development Services
4. Director, Enrollment Services
5. Associate Vice President & Chief Human Resource Officer, Human Resources
6. Director, Internal Audit
7. Chief Information Officer
8. Director, Office of Institutional Research
9. University Counsel, Office of Legal Affairs
10. Associate Vice President, Office of Risk Management
11. System Administrator, University Health Center
12. Associate CIO for Planning and Customer Service – Information Technology
13. Member, Office of Research

5.4.4. Meeting Frequency

At minimum, the Council will meet quarterly beginning in January and ending in November.

6. Membership Obligation

The primary responsibility of participants in the ITG framework is to select IT work based on value provided to the University. Other responsibilities and functions include the following.

6.1. ~~MEMBER OBLIGATIONS~~

harm to individuals in accordance with applicable laws

7. Schedule of Appointments/Terms

The following table provides an overview of the term schedule for ITG participants and the staggered terms necessary for continuity of the ITG framework during implementation. The CIO will coordinate terms in conjunction with appointments across the respec

8. Document Revision



12.

5. Sheri Starkey, Associate Vice President & Chief Human Resource Officer, Human Resources
6. Chandra McQueen, Director of Internal Auditor, Internal Audit
7. Michael Hites, Chief Information Officer
8. Michael Tumeo, Director, Office of Institutional Research
9. Kelly Thurman, University Counsel, Office of Legal Affairs
10. Leigh Ann Moffett: Associate Vice President and Chief Risk Officer, Office of Risk Management
11. Randy Jones, Associate Dean, University Health Center
12. Mary Travis, Office of Research
13. Brian Marr, Financial Planning and Analysis