

Technology Review Board

Information Technology Advisory Council

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What

- Assist UTC in the guidance and administration of technology services:
 - Investigate
 - Evaluate
 - Prioritize
 - Implement
 - Maintain
 - Generate Awareness
- Serve as intermediary between ITAC, Executive Leadership Team, IT and Partners:
 - Vet technical aspects of additions, changes or enhancements to technology services
 - Communicate impact to related personnel, budget and infrastructure
 - Map impact onto university mission and student success
- This is a recommendation committee and not a decision-making body

Why

- Opportunities for improvement to IT in reflecting the university mission
- Improve the student experience and promote student success
- Enhance support for faculty and staff
- Implement sustainable standards and processes
- Cultivate collaborative approach
- Reduce silos of decision making
- Ensure compliance with contracts and legal considerations
- Revamp communication
- Increase understanding of challenges and solutions

Who

- 5-10 person subcommittee of the Information Technology Advisory Council
- Interdepartmental membership (IT and Partners)
- Diverse array of perspectives
- Technical expertise, administrative oversight and on-the-ground knowledge
- As-needed task forces for deeper dives into large-scale projects

How

- Create Technical Reference Manual along with templates and checklists
- Create and store a repository RFI/RFP/RFQ templates
- Research project or proposal-specific standards and guidelines
- Solicit internal expertise and stakeholder feedback
- Assess and interact with vendors and consultants where necessary
- Promote and coordinate campus-wide awareness on initiatives
- Provide consultation regardless of size or impact of request
- Conduct needs assessments or needs analysis
- Evaluate, prioritize and recommend vetted proposals
- Generate annual reports of projects and initiatives

When

- Recurring committee meetings
- Online communication between meetings
- As-needed task forces
- Outreach discussions with campus stakeholders and partners

Examples

- Past:
 - Canon
 - LMS
 - Video surveillance and card swipe access upgrade
- Present:
 - Lecture and event capture solutions
 - Digital Signage
 - Drupal
- Future:
 - Software inventory
 - Web applications audit and policies
 - Lab and software policies
 - Internet of Things

Next Steps and Questions

- Tony and Brian working on a longer draft proposal to submit
- Pending approval, solicit membership among UTC community
- Reach out to universities where a TRB is established and successful
- Create pages in OU Campus and get word out to university
- Audit existing proposals or initiatives that TRB could assist in
- Work on draft of Technical Reference Manual

Questions?