Objective

The Academic Administration Program Committee provides input and guidance on IT projects executed for faculty, staff and students. Members are asked to vet requests from all stakeholders, obtain feedback from their constituencies, and reach consensus on priorities.

Responsibilities

Specifically the committee will:

- Review, on a regular basis, the status of projects within the Academic Administration Portfolio and if necessary reassess priorities
- Review major requests and issues arising from engagement meetings to understand if these need to be addressed at the program level
- Review and comment on the roadmap for project execution within the portfolio
- Prioritize and re-prioritize the projects for portfolio execution as sources of funding are identified with due consideration of the inflight projects and/or long-term strategy
- Provide feedback on support activities for all IT services specifically addressing the needs of the various constituents that are dependent on information from student information systems.

Composition

As a team the members of the Academic Administration Program Committee should represent

- A broad perspective with representation from across all units
- Willingness to engage and transform

ITS Staff Responsibilities

Staff provide the following support to the committee

- Agenda generation, preparation and distribution; meeting notes

Members

Chair: Gabriel Olszewski
Lloyd Suttle, Deputy Provost
Susan Stokes, Chair of Political Science
Kurt Zilm, DUS, Chemistry
Risa Sodi, Yale College
Richard Sleight, Grad School
Rebekah Melville, SOM
Maria Leveton, SOD
Regina Chenell, UGA
Ankit Disa, Graduate Student

ITS: Vijay Menta, Brian Wolson, David Hirsh, Randall Rode

Meeting Frequency

Once every month
and minutes preparation and distribution

- Follow up communications and action items as needed
- Miscellaneous research activities
- Task tracking and reminders