

Faculty Advisory Committee on Technology (FACT)

Charge

The Faculty Advisory Committee on Technology is charged with identifying the information technology, library and information resource requirements of faculty. The committee will make recommendations on and help set priorities for both operational and policy and planning matters that affect the integration and use of information technology, library and information resources by faculty to enhance the teaching and learning process, service and research.

Functions and Responsibilities

- Receive suggestions, recommendations, inquiries and proposals from faculty and Information Services concerning the application of technology to teaching, learning, research and scholarship.
- Discuss and identify significant current and new technology, library and information resource needs and requirements of faculty.
- Review and comment on policies, standards and guidelines affecting faculty use of technology and/or the impact of technology on the teaching and learning process, service and research.
- Synthesize faculty input to make recommendations and help set priorities related to library and information technology initiatives, proposals, and the academic technology roadmap for the university in the context of what is best from a university perspective.
- May research and consider matters related to teaching, learning and research information resource and technology issues.
- May solicit information and assistance from other campus offices and groups as needed to conduct the business of the committee.
- Submit a written report of its activities annually to the Vice Provost/Chief Information Officer (VP/CIO), including any priorities, formal resolutions or recommendations adopted by the committee; once accepted by the VP/CIO, the annual report will be submitted to the President's Office by the Chair.

Committee members will be responsible for dissemination of information to and feedback from their areas of representation, including college technology committees or support groups if applicable. Representatives will serve as liaisons to their respective constituencies and provide input on faculty information technology, library and information resource needs and priorities. The executives nominating the members will be kept informed on committee activity and will provide guidance and support to committee activity whenever appropriate. For periods of extended absence, the member is responsible for contacting their nominator and requesting a temporary replacement.

If a member must miss a meeting or a portion of a meeting, the member may select an equivalent representative (e.g., a faculty member from the same college) to serve as proxy. Prior to the meeting, the member must notify the Chair of the name of the person to serve as proxy. Proxies shall be counted in the determination of a quorum. Proxies will have the same right to vote as the member who is absent but must be informed about the item being voted on. If a proxy is not informed, they must abstain from voting. If a quorum is not reached, the vote will be deferred until an informed quorum is present.

Membership

- The chair will be a faculty member, nominated by the Provost upon the recommendation of the committee during Spring Quarter.
- One faculty representative from each college, nominated by the College Dean; exceptions to the faculty member requirement must be reviewed and approved by the Chair in consultation with the Vice Provost/CIO or designee.
- One faculty representative from the Kennedy Library, nominated by the University Librarian.
- One Academic Senate representative, nominated by the Executive Committee of the Academic Senate.
- Chair, Academic Senate Research, Scholarship and Creative Activities Committee (ex officio) or designee.
- Past Chair, Faculty Advisory Committee on Technology (ex-officio).

The following are designated as nonvoting members:

- Vice Provost for Information Services/Chief Information Officer (ex officio) or designee.
- One representative nominated by the Provost.

Staff support for the committee will be provided by Information Services.

Committee appointments are made annually by the President from nominations as indicated above. The term of service shall be two years. Ad hoc members and guests from ITS and other campus units may be invited by the Chair to participate on an as needed basis to address specific issues under discussion. Nominees for Chair are required to have served at least one prior year as a voting faculty representative on the committee.

Meetings

All meetings are open to the campus community. The committee will meet with sufficient frequency to ensure a positive and effective voice in university technology affairs. Minutes and meeting notes will be kept and posted where all campus constituents may view them.

REV 8/12/13
Formerly IACC; changes approved October 2013
Title change January 2014
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