

Technology Strategy and Governance Committee (TSGC)

Establishment

<i>When:</i>	05/02/2020
<i>By what authority:</i>	Vice Chancellor and President
<i>For what period:</i>	Ongoing

Role/Terms of Reference

Nature: Strategic

Terms of Reference:

1. IT Strategy

Description: Ensure technology strategy and plans align with supporting broader University strategies and that IT services and solutions align to agreed technology principles and standards.

TSGC has authority to:

- Endorse University Technology Strategy and monitor as required to ensure continued alignment with supporting the University strategic goals;
- Endorse roadmaps for key technologies and supporting initiatives;
- Endorse Technology principles and standards and be informed of any deviations from agreed technology principles;
- Communicate and engage with the University community on critical technology and digital issues and business changes; and
- Be informed on Technology trends and new strategic opportunities.

2. IT Investments and Delivery

Description: Ensure IT investments are planned and prioritised in accordance with broader University strategies, that they are implemented effectively and deliver the required value to the University.

TSGC has authority to:

- Prioritise and recommend strategic technology investments to the Planning and Budgeting Committee (PBC) as part of the annual technology investment planning process;
- Be informed on ITDS Asset renewal/lifecycle investment priorities;
- Resolve issues escalated from Chief Information Officer (CIO);
- Provide program level oversight of the Digital Transformation Program, acting as a point of escalation for any project level decisions impacting the whole Program or broader University;
- Monitor progress against 1-3 year technology investment and portfolio strategy;
- Be informed on the approval of major technology investment business cases;

- Be informed on progress of major projects and overall programme and project delivery health; and
- Be informed on the impact that Technology investments are expected to have upon operating costs across the University.

3. IT Risk, Compliance and Security

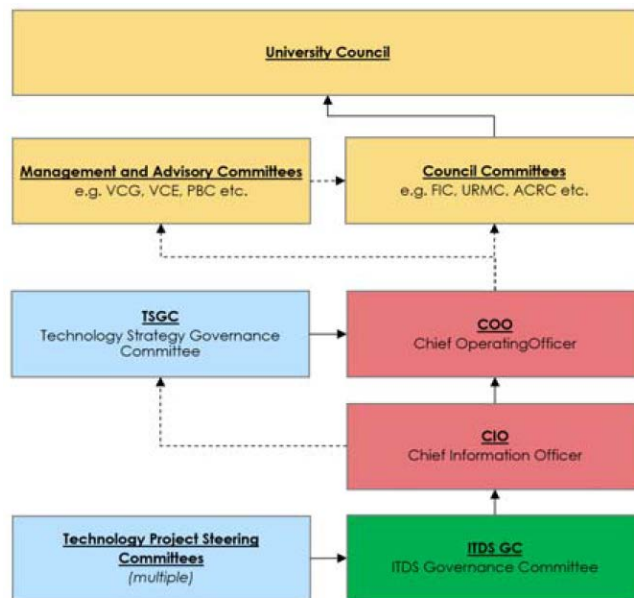
Description: Ascertain that policies and processes are in place to ensure that audit findings, risks, compliance and information security threats are adequately managed.

TSGC has authority to:

- Be informed on significant technology and information security risks and incidents;
- Be informed on the progress of the Cyber security management program; and
- Monitor ITDS performance against applicable risk management and compliance requirements.

Reporting line to: Chief Operating Officer
Other Executive committees as required

Relationship to other Governance bodies



Quorum: Half the full membership (ignoring any fraction resulting from the division) plus one.

Procedures prescribed/determined itself: Determined by itself

Frequency of meetings: Every second month or as required (determined by Chair)

List of any sub-committees: ITDS Governance Committee

Membership

Any categories prescribed:

Core members:

- Chief Operating Officer **Chair**
- Chief Information Officer
- Chief Financial Officer
- Deputy Vice Chancellor and Vice President (Academic)
- DASE Executive Management Representative
- Deputy Vice Chancellor and Vice President (Research)
- DRI Executive Management Representative
- Chief Executive, External Relations
- Faculty Executive Dean Representative
- Faculty Executive Management Representatives (x2)
- Academic Staff Representative

Term of Office: Review every two years

Attendance Invited as needed:

- ITDS Directors
- Project Sponsors
- Other relevant parties, as required

The Vice-Chancellor and President is an ex-officio member of all Committees of the University.

Agenda: Must have a statement on the declaration of any conflict of interest.

- Minutes:*
- a) Minutes of every meeting will be kept by the Manager, IT Governance
 - b) The minutes will record any declaration of a conflict of interest by a committee member in respect of committee business.
 - c) The unconfirmed minutes of each committee meeting will normally be circulated to committee members within 7 working days of the meeting, following approval by the Chair.
 - d) Any amendment of the unconfirmed minutes proposed by a committee member will be considered at the next committee meeting, prior to the confirmation of the minutes.
 - e) Committee members must not disseminate information contained in unconfirmed minutes.
 - f) All minutes will be presented to the next committee meeting for confirmation.

Contact person and phone/email: Manager, IT Governance – Andrew Gardiner
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RMO File Number