Technology Strategy and Governance Committee (TSGC)

Establishment

When: 05/02/2020

By what authority: Vice Chancellor and President

For what period: 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;
- Determine the priority of initiatives within the annual Technology Investment Plan, including the assessment and prioritisation of any new emerging needs against existing initiatives within the approved Technology Investment Plan.
- 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
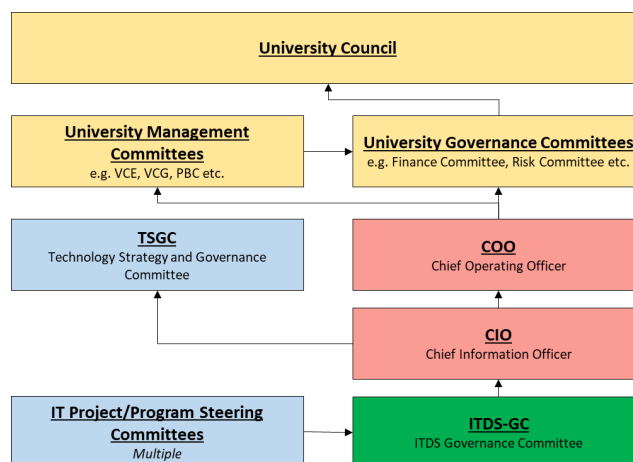
Quorum: Half the full membership (ignoring any fraction resulting from the division) plus one.

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) • Deputy Vice Chancellor and Vice President (Research) • Deputy Vice Chancellor, External Engagement • Executive Dean, Faculty of Health and Medical Sciences • Executive Dean, Faculty of Arts and Professions • Executive Dean, Faculty of ECMS and Sciences • 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 andrew.gardiner@adelaide.edu.au
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