University of California Information Technology Leadership Council

Charter

Adopted: May 11, 2022

The University of California Information Technology Leadership Council (ITLC) is the university wide IT governing body that works in partnership with and advises UC leadership on goals, priorities, and technology-based strategies in support of UC's mission.

Name
University of California Information Technology Leadership Council (ITLC)

Purpose
To align UC's use of technology, data, design, and innovation to advance the impact and reputation of UC research, education, community service, and thought leadership; and to advance common IT initiatives that benefit two or more locations or UC as a system.

Mission
To identify, prioritize, sponsor, and advise on high-value opportunities that advance the UC mission.

Structure and Governance

Chair. The full ITLC is chaired and convened by the UC Vice President for Information Technology (VP IT). The VP IT chairs the ITLC and the ITLC Executive Committee, and is an ex-officio member of ITLC Campus and ITLC Health subgroups.

ITLC. The full ITLC is composed of all CIOs from the UC locations, and consists of three administrative subgroups.

Subgroups. Each subgroup forms its own governing structure, vision statement, goals, and meeting schedule. The three subgroups are

- **ITLC Campus**. This subgroup is composed of campus, ANR, LBNL, UCOP, and Hastings CIOs and the VP IT. The ITLC Campus chair is nominated by ITLC Campus members and confirmed by majority vote for a term of 2 years.
- **ITLC Health**. This subgroup is composed of the six UC health system CIOs and the VP IT. The ITLC Health chair is nominated by ITLC Health members and confirmed by majority vote for a term of 2 years.
- **ITLC Executive Committee**. The executive committee is composed of the VP IT, the ITLC Campus Chair, and the ITLC Health Chair.

Subcommittees. The ITLC establishes topic-specific subcommittees composed of at least two ITLC members. The subcommittees periodically meet with the VP IT to report on their work.

ITLC Working Groups. The ITLC sponsors working groups composed of individuals from across the UC Tech community to support a specific domain of concern. Existing working groups are the Educational Technology Leadership Committee, Electronic Accessibility Committee, Research IT Committee, IT Security Committee, and IT Strategic Sourcing Committee. A liaison from the ITLC may be assigned to an ITLC working group to provide guidance and to communicate issues and requests to the full ITLC and/or subgroups.

Professional and Auxiliary Unit Working Groups. The ITLC sponsors working groups composed of IT leads from professional and auxiliary units, such as UC Press, the California Digital Library, extension, and the schools of law, business, and medicine.

Membership and Participation
ITLC members are appointed by the location head.

Membership is maintained by participation in ITLC activities. If members fail to participate in three consecutive official events, they will be asked to withdraw until they are available to actively participate. Members agree to the following principles of participation:
- Attend meetings themselves and not send delegates
- Attend a minimum of ten meetings a year (barring emergencies)
- Be committed to engaging fully, cultivating a community of trust, practicing transparency, and supporting compromise and collaboration to achieve greater benefit for all
- Take responsibility for serving on subcommittees for specific initiatives, driving and reporting on progress, and producing deliverables; and for serving as ITLC liaisons to ITLC Working Groups on a rotation basis.

Meetings
ITLC. The full ITLC meets collectively three times a year in extended one- or two-day meetings (for example, the shaded cells in the sample schedule below. The ITLC Executive Committee plans the joint agenda. A facilitator may be assigned to assist with substantive discussions.

Subgroups. ITLC subgroups meet separately on a regular basis, as determined by each subgroup.

Sample Meeting Schedule. The full ITLC and subgroups may meet according to the schedule below.

Groups	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
ITLC		1.5d			1.5d					1.5d		
ITLC Campus	1.5hr	1.5d	1.5hr	1.5hr	1.5d	1.5hr	1.5hr	1.5hr	1.5hr	1.5d	1.5hr	1.5hr
ITLC Health	1d	1.5d	1d	1d	1.5d	1d	1d	1d	1d	1.5d	1d	1d
ITLC Exec	1hr	1hr	1hr	1hr	1hr	1hr	1hr	1hr	1hr	1hr	1hr	1hr