

February 11, 2008

Chair, faculty member
Academic Federation faculty
Academic Senate faculty
Academic Senate IT Committee representative
AdMAN representative
Administrative Coordinating Council of Deans (ACCD) representatives
CCFIT Educational Technologies Subcommittee representative
Deans' Technology Council representatives
Graduate student representative
IET representatives
Office of the Registrar
Office of Research representative
Office of Resource and Management Planning representative
UC Davis Medical Center IT representative
Undergraduate student representative

Re: Establishment of UC Davis Telecommunications Advisory Committee

Following broad campus consultation, Information and Educational Technology (IET) is about to embark on a six-year telecommunications upgrade effort that will incorporate infrastructure upgrades and service enhancements to the campus voice, data, video, wireless and cellular services managed by IET-Communications Resources. The establishment of the UC Davis Telecommunications Advisory Committee will provide a valuable forum and process by which telecommunications planning and deployment can remain aligned with the needs of campus constituents.

The Telecommunications Advisory Committee is being established to help guide and prioritize both short- and long-term telecommunications upgrade/replacement efforts and to provide the Vice Provost for IET with recommendations regarding deployment priorities, as well as network service options and technology enhancements that effectively meet the telecommunications needs of faculty, staff, students, support units, and administration.

The oversight committee's specific charge is to:

- Serve as an advisory group to the Vice Provost for Information and Educational Technology (IET);
- Review IET telecommunications deployment plans and assist with the establishment of deployment priorities;
- Review assessments of current campus telecommunications infrastructure as well as future needs, planned technology deployments and service solutions;
- Develop proposals and recommendations for meeting the anticipated telecommunications service needs of campus research, academic, administrative and student constituencies;
- Consult with respective campus constituents and groups for input and agreement on issues;
- Advise the Vice Provost for IET on ways to effectively promote and support the use of telecommunications technology in furtherance of campus strategic goals;

- Present committee recommendations and findings to the Vice Provost for IET on a regular basis. Formal reports will be shared with CCFIT, the Provost, Deans and Vice Chancellors and other campus committees.

In carrying out its mission, the oversight committee consults broadly on issues and priorities relating to the future of campus telecommunications services. In particular, the committee must have the benefit of strong engagement from the faculty community (e.g., Academic Senate and Academic Federation), facilities and program managers, the student community (undergraduate and graduate), staff (AdMAN), as well as subject matter experts at UC Davis.

Members of the committee are appointed by the Vice Provost-IET. The committee reports progress, findings and recommendations to CCFIT and to the Vice Provost-IET at least semi-annually. At the end of each academic year, or more regularly as appropriate, the oversight committee summarizes its activities and presents its recommendations in a brief report to the Vice Provost-IET.

Administrative support is provided through Information and Educational Technology (IET).

Sincerely,

Peter M. Siegel
Vice Provost for Information and Educational Technology
and Chief Information Officer