



# Academic Technology Committee

## Committee Charter

### Purpose / Mission

The Academic Technology Committee (ATC) reviews high impact academic IT investments to align IT strategies, services, and operations with VCU's mission, vision, and goals. This is to ensure efficient, effective, and secure use of IT resources in relation to academic technology across VCU. The committee reviews technology investments impacting teaching, learning, advising, and student life and makes recommendations on the purchase, implementation and continuing evolution of various academic technology services.

### Membership

Membership is composed of individuals from academic areas and administrative units of the University. Members serve a minimum year term with the option to continue annually.

IT Governance Committees: Membership 2025-2026

### Meeting Schedule

Committee meets virtually on the 3rd Tuesday of every month at 9am EST via Zoom. Meetings are only held if there are items for discussion.

### Guiding Principles

- Technology should support student success, and learning should be enhanced through the use of technology, not encumbered by it. i.e. a student's learning comes first, technology second.
- Overall technology costs to students should be minimized.
- Faculty play a key role in the use and selection of educational technology. This Committee's focus is on the secure integration of that technology into the VCU ecosystem.

- Evaluate opportunities to streamline management and support for applications used in teaching, learning and student life.
- Technology should follow VCU's Information Security best practices and standards to ensure the privacy and security of student and faculty data.

## Scope

- Reviews online learning environments and learning technologies that are accessed by the user via a technology interface that allows interaction with and/or access to online information (e.g., learning management systems, virtual reality, online collaboration spaces).
- Is cognizant of student-owned technology when considering new academic technology investments, and how IT services are delivered through devices that the students are bringing to campus.
- Consider implementation plans of new technology investments and any potential impacts to our academic technology ecosystem, infrastructure and academic schedule.
- Consider legal issues around technology and pedagogy when using academic technology (e.g., copyright issues with academic course material, privacy issues and technology-delivered content such as video, audio and storage, accessibility of academic technology and FERPA issues inherent in emerging technology, ethical issues regarding the use of learning analytics).
- Considers future trends in higher education with evidence-based improvements to the technology underpinning new, upcoming, or anticipated developments in teaching and learning with technology.
- Coordinate with other IT Governance Committees to compile an inventory of academic technology products in use across campus.
- Discuss and seek to resolve issues which span departmental or divisional boundaries. Escalate issues and funding requests when necessary to the Strategic IT Council when appropriate.
- Provide direction to prevent, where appropriate, unnecessary redundancy or non-sustainable implementations and their resulting inefficiencies and risks.
- Proactively reach out to advisory groups (including but not limited to STAC, FTAC, CTLE, etc) subject matter experts, and other units across the University to assist in the review as appropriate and necessary.

## Responsibilities

- Required monthly meetings on the third week of month to review investment proposals.
  - *If no new investment proposals, no requirement to meet that month.*
- Members are expected to attend each monthly meeting or send a delegate in their place.

- Members must review investment proposals and have a timely recommendation within that review cycle (i.e. recommend, not recommended, escalate to strategic council for further review).
- Committee is expected to evaluate investment proposals according to the [Impact Assessment Matrix](#), Committee Questionnaire and alignment with the [strategic goals](#) and [mission of VCU](#).
- Committee is expected to evaluate investment proposals in accordance with the results of Technology Procurement Committee review, existing IT solutions (or lack of an existing solution) and provide recommendations accordingly.
- Committee members are expected to be good stewards of university resources when reviewing investments, and to ultimately make the best recommendation based upon the needs of the sponsor, sponsoring department, and in the best interest of VCU students, faculty and staff.