

# Computing Advisory Committee

## Constitution

### 1) Mission

The Computing Advisory Committee (CAC) is an advisory committee on the use of information technology on the SIUC campus. Its primary mission is to provide advice and consultation on information technology to the Provost and the Vice Chancellor for Administration, as well as serving as a regular advisor to the Director of Information Technology, who shall be a non-voting ex officio member of the committee.

### 2) Membership

The CAC is a constituency-based committee. It shall have the following members:

- 2 Representatives of the Faculty Senate
- 2 Representatives of the Graduate Council
- 2 Representatives of the Civil Service Council
- 2 Representatives of the Administrative/Professional Council
- 1 Representative of the Graduate Student Association
- 2 Representative of the Undergraduate Student Government
- 1 Representative of the Dean's Council
- 1 Representative of Computer Science
- 1 Representative of Library Affairs
- 1 Representative of the Law School
- 1 Representative of the School of Information Systems and Applied Technologies

Ex Officio Director of Information Technology

With the exception of the Student representatives, each representative shall serve for a two year term, and is eligible for re-appointment. At least one of the above must also serve as representative of the SIUC Faculty Association. In case none of the above faculty members constitute a Faculty Association representative, an additional member shall be appointed by the Association.

### 3) Officers

The Committee shall elect one of its members as chair. The chair shall serve a two year term, and may be re-elected. The chair will keep the minutes, and may be called upon to serve on University committees to represent the interests of the CAC.

## **4) Records**

The minutes, and any resolutions shall be maintained on a permanent website accessible from the University's website.

## **5) Meetings**

The committee should meet at least once per semester, but may meet more often as needed.

## **6) Adoption**

This paper shall take effect after being ratified by a majority vote of the committee, with the concurrence of the Chancellor, the Vice Chancellor for Administration and the Provost.

## **7) Amendment**

This paper may be amended by a two-thirds vote of the membership of the committee, with the concurrence of those administrators listed in 6).

## **8) Procedures**

Although the procedures of the committee are intended to be informal, when necessary Roberts' Rules of Order shall govern operations. The committee may appoint subcommittees as needed, and may ask additional people to serve on those committees.

Adopted unanimously by the committee September 19, 2000