

YCCD District Technology Advisory Committee

Article I: Charter

This charter provides a structured framework for the District Technology Advisory Committee (DTAC) operations, supporting alignment with the District's technology and innovation goals and priorities.

Article II: Purpose

DTAC serves as a thought leadership body, providing advice, recommendations, and strategic guidance to the Vice Chancellor of Information Technology and Institutional Research on matters related to technology planning, implementation, and innovation. The committee's mission is to promote innovation to enhance academic, administrative, and operational functions to meet the needs of students, faculty, and staff.

Article III: Responsibilities

The primary advisory responsibilities of DTAC include, but are not limited to:

1. Technology Strategy Development: Provide advice and recommendations on the District's technology strategic planning.
2. Technology Project Prioritization: Provide advice and feedback on the prioritization of technology projects and initiatives based on institutional needs and resource availability.
3. Policy and Procedure Recommendations: Provide advice and recommendations on technology-related policies and procedures.
4. Feedback and Communication: Facilitate communication between stakeholders on technology matters, ensuring that feedback is gathered from students, faculty, staff, and administration.
5. Cybersecurity: Provide guidance on the development and implementation of cybersecurity strategies to protect institutional data and systems.
6. Risk Management: Identify and assess technology-related risks and recommend strategies to mitigate them.
7. Technology Integration: Advise on the integration of technology into academic programs, research, and administrative functions.
8. Innovation and Emerging Technologies: Identify and assess emerging technologies that may enhance teaching, learning, research, and operations.

Article IV: Membership

Section 1: Chairperson

The Chairperson of DTAC is the Vice Chancellor of Information Technology and Institutional Research. The Chairperson is a voting member and is responsible for convening meetings, setting the agenda, and coordinating with members.

Section 2: Composition

The DTAC shall consist of a diverse membership that represents the various constituencies within the District and Colleges, including:

- Three (3) Faculty: One faculty representative from each college, appointed by each Academic Senate. One faculty representative appointed by the Yosemite Faculty Association.
- Three (3) Classified: One classified representative from each college, appointed by each Classified Senate. One classified representative appointed by the California School Employees Association.
- Two (2) Student Services: One student services representative from each college, appointed by each Vice-President of Student Services.
- One (1) Director of Online Education: One director of online education from Modesto Junior College.
- Two (2) Online Education Coordinators: One online education coordinator from each college.
- One (1) Management: One management representative, appointed by the Leadership Team Advisory Committee.
- Two (2) Students: One student representative from each college, appointed by each Associated Student Government.
- One (1) Central Services Fiscal: One fiscal representative, appointed by the Vice Chancellor of District Administrative Services.
- One (1) Human Resources (HR): One HR representative, appointed by the Senior Director of Human Resources or Vice Chancellor.
- One (1) Public Affairs: One Public Affairs representative, appointed by the Chancellor.
- One (1) Risk Management: One Risk Management representative, appointed by the Vice Chancellor of District Administrative Services.
- Information Technology (IT) Leadership: The IT Senior Director / Directors.
- One (1) Central Services Institutional Research: Senior Director of Institutional Research

Outside resource participants may be invited to DTAC as needed, depending on the agenda.

Secretarial responsibilities and committee logistics are provided by the Information Technology and Institutional Research Office.

Section 3: Terms

- Annual Term runs 9/1 – 8/31
- Faculty and Staff Representatives shall serve for a term of one year, with the possibility of reappointment each year.
- Student Representatives shall serve for one academic year.
- Appointed members who do not attend regularly may be replaced to ensure effective functioning of the committee.

Article V: Meetings

Section 1: Frequency

DTAC shall meet at least seven times per academic year, with additional meetings scheduled as necessary. Meetings will be held in September, October, November, December, February, March, and April.

Section 2: Voting

Recommendations of the committee shall be made by majority vote. In cases where there is a tie, the Chairperson shall cast the deciding vote.

Section 3: Agenda

The agenda is set by the Vice Chancellor of Information Technology and Institutional Research with input from committee members. The agenda is posted at least 72 hours prior to the meeting.

Section 5: Subcommittees

Subcommittees may be established to address specific topics or projects.

Article VI: Reporting

DTAC shall report back to the District's and College's administration and appropriate governance bodies, including the college technology committees. An annual report summarizing the committee's activities, recommendations, and progress shall be submitted to the Chancellor and the Presidents at the end of each academic year.

Subcommittees shall report back to the full committee with recommendations.

College technology committees will provide a high-level report out to DTAC.

Meeting minutes shall be posted online after they are approved.

Article VII: Amendments

This charter may be amended by the Vice Chancellor of Information Technology and Institutional Research. Changes will be communicated to DTAC.