

Administration

Management Information Systems and Hardware Acquisition

This is to advise you of the formation of the university's Information Council. For all management information systems hardware and software, the council has the responsibilities detailed in this charge. We ask that all university units adhere to this policy and present procurement proposals to the university's Chief Information Officer (Dean Jerry D. Campbell) who will chair the council.

The Information Council is charged as follows:

- 1) Under the leadership of the Chair, develop coordination where appropriate between activities of all administrative units represented on the Information Council;
- 2) Under the leadership of the Chair, create a strategic plan and long-range objectives for university information systems by July 1997;
- 3) Advise the Chair in the establishment of procurement contracts with certain hardware and software vendors in order to obtain maximum contribution to institutional priorities and goals;
- 4) Advise the Chair regarding the suitability of proposed administrative software acquisitions in excess of \$25,000 and hardware acquisitions or leases in excess of \$50,000 or the feasibility of administrative software development initiatives projected to cost in excess of \$50,000. The Chair has decision-making authority in this area, and administrative hardware and software purchases, leases,

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Date issued: November 12, 1996
University of Southern California
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and development above these limits may not proceed without his approval.

- 5) Evaluate conflicts/disagreements between the four system units of the Information Council (University Libraries, Administrative Information Systems, Information Sciences Institute, and University Computing Services) and the served community or among the Information Council system units and achieve resolutions where possible; and
- 6) Review all major administrative information systems that are not managed by any of the four units represented on the Information Council to determine their effectiveness, and make recommendations for improvement to the Chair.

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