

Office of the President

MEMO

Date: April 2, 2008

To: Eugene Wallingford, Belle Cowden, Michael Hager, Mark Jastorff, Shashi Kaparthi, Marty Mark, Marilyn Mercado, Steve Moon, Rick Seeley, Ramanathan Sugumaran, Jennifer Younie

From: Benjamin J. Allen, President *Benjamin J. Allen*

Re: Information Technology Task Force

Thank you for agreeing to serve on this task force to review a variety of issues associated with the provision of Information Technology (IT) services at the University of Northern Iowa. I am very pleased that Eugene Wallingford has agreed to serve as chair of the task force.

The charge of the committee is to evaluate the current state of IT in the context of IT needs of faculty, staff, and students. The process should be inclusive and collaborative, engaging key constituent groups as well as the broader campus community. The summary report and findings should provide recommendations that when enacted will position the University of Northern Iowa to support our strategic goals with a comprehensive, coordinated, and robust IT infrastructure.

During your review, I ask that you engage participants in an exploration of a number of issues, including:

- Identify any and all well-working components of the current IT system
- Determine and evaluate the value and efficacy of the current system
- Explain how the current system is used
- Identify any and all unmet needs
- Analyze and evaluate current funding streams and levels across the campus
- Investigate IT compliance requirements with Federal and state laws, homeland security, and auditors

The analysis of this input and best practices from other universities will provide insights on a number of issues, including:

- Which services should be offered centrally and which can be localized?
- Whether the current portfolio of services provided centrally should be realigned or expanded to better support the IT needs of campus?
- How the IT providers might be reorganized to create synergies that lead to improved services?
- Are there certain IT services that can be outsourced?
- What kind of process to use to prioritize and sequence future IT initiatives?
- What kind of metrics to use by which the efficacy of IT (in terms of delivery, cost, and impact) can be measured?

I ask that the task force provide me with its report of findings and recommendations by October 30, 2008.