



The California State University

SWAT-II Governance Structure

Role

The System-wide Acquisition of Technology II (SWAT-II) will advise the Information Technology Advisory Committee (ITAC), who in turn will provide an aggregate and objective set of recommendations to the Associate Vice Chancellor for Information Technology Services on standards, policies and practices related to the selection, funding, deployment, management and assessment of information technology used in support of system-wide and campus-based academic programs and services.

SWAT-II will foster system-wide committee and intercampus collaboration to assure that the campuses can leverage the knowledge and size of the California State University system. SWAT-II system-wide initiative will identify toolsets, processes, criteria and compliance driven measures in support of academic technologies and deployment services.

[Reference]

http://its.calstate.edu/academic_technology/atpc.shtml

http://its.calstate.edu/systemwide_it_resources/IT_resources.shtml

Membership

SWAT-II shall be comprised of one representative from the following stakeholders:

- CSU Chancellor's Office: Senior Director, Academic Technology Support
- Information Technology Advisory Committee (ITAC)
- Academic Technology Advisory Committee (ATAC)
- Faculty Development Council (FDC)
- Community of Academic Technologists (CATS)
- Common Management Systems (CMS)
- Council of Library Directors (COLD)
- Directors of Academic Technologies (DAT)
- Network and Technology Alliance (NTA)
- CSU Chancellor's Office Contracts and Procurement Services
- Representatives of CSU constituent groups with common interests will be invited to attend meetings (e.g. Academic Senate, bookstores, specialty task forces for compliance-driven measures such as ADA-assistive technologies, student learning initiatives).

Officers

The Chair and Vice Chair/Chair-elect are selected from the eligible campus representative members of above membership. The Vice Chair/Chair-elect is elected by the SWAT-II team and affirmed by ITAC for a one year term. The Vice Chair/Chair-elect moves to the role of Chair at the end of the one year term.

SWAT-II Focus

Issues related to:

- Communication channels among academic technology stakeholders
- Strategies, toolsets, processes, criteria and compliance driven measures in support of CSU academic technology acquisition, deployment and maintenance (e.g. ADA and assistive technology)
- Inventory and management of existing academic technology contracts/services at CSU and campus levels
- Conducting pilots to validate efficient and effective academic technology models (e.g. ADA software, training and services; Learning Management Systems, software metering-license)



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management tools).

- Procurement recommendations and implementations both at the system and campus level
- Strategies recommendations for future technologies and applications
- Strategic recommendations to leverage local and system-wide resources
- Support for the Academic Technology Strategic Plan
- Development and support of implementation plans for ITS

Executive Committee

Membership: The Current Chair, Vice-Chair /Chair Elect, the Past Chair, and the Senior Director, Academic Technology Support are fixed appointments based on position.

SWAT-II members will vote for two (2) elected members of the steering committee, and length of appointment will be two (2) years with staggered terms.

Responsibilities:

The SWAT-II Executive Committee will be responsible for carrying forward SWAT-II business between meetings by:

- Assisting the Chancellor's Office staff on system-wide initiatives.
- Providing timely decisions where necessary.
- Communicating regularly with ITAC and other CSU-system level academic technology committee members to keep them informed and involved with evolving problems and decisions.
- Setting the agenda for the SWAT-II meetings.

Meetings

Agendas:

- Agenda Items will be grouped by strategic area; meetings may be "single topic" due to complexity.
- Agenda items may be received from or referred to ad hoc working groups/existing committees (e.g. CATS, COLD, Faculty Development Council) for analysis and recommendations
- Meetings involving travel will be scheduled in conjunction with other events to minimize costs and encourage cross-committee exchanges of ideas (formally or informally on agenda).

Types and frequency:

- Formal group meetings will begin at 1 p.m. of the first day and conclude at 1 p.m. of the following day.
- Formal group meetings will alternate between North and South.
- Two (2) fall meetings and two (2) spring meetings will be held each year
- Subject-specific meetings will be held via remote meeting technology as appropriate.
- Monthly Executive Committee meetings will be held (face-to-face, video conference or teleconference).

Communications

A web site will be used to manage SWAT-II documents so that everyone can have access to the agendas, minutes, processes and projects; visit <http://swat.calstate.edu/>.