



UNIVERSITY OF GEORGIA

Franklin College of Arts and Sciences

Franklin College Technology Advisory Committee (TAC) Charter

1. Establishment and Role

The Franklin College Technology Advisory Committee (TAC) is established as a consultative and advisory body to the Dean of Franklin College and the Office of Information Technology.

The TAC provides structured stakeholder input, recommendations, and perspectives on technology matters affecting instruction, research, administration, and related college operations. The committee serves in an advisory capacity and does not exercise decision-making authority over policy, funding, technology standards, or operational priorities.

The Technology Advisory Committee is established by and serves at the discretion of the Dean of Franklin College. The Dean may modify the committee's charge, composition, or continued operation as college needs and priorities evolve.

2. Purpose

The purpose of the TAC is to:

- Provide informed, representative input on technology needs and opportunities for instruction, research, and administrative functions
- Surface college-level priorities, concerns, and innovations
- Serve as a communication bridge between departments and IT leadership
- Enhance transparency and shared awareness of Technology initiatives

3. Scope

3.1. Advisory Responsibilities

The TAC may provide input on topics including:

- Instructional and academic technology
- Research computing and data needs
- Administrative systems and workflows
- Cybersecurity awareness and risk considerations

- Digital accessibility and usability
- Emerging technologies relevant to teaching, research, and operations

3.2. Advisory Responsibilities

The TAC will:

- Provide Strategic Input
- Offer perspectives on IT strategy in relation to college priorities
- Identify emerging needs, trends, and opportunities

Offer Feedback on Initiatives

- Review proposed IT projects, tools, or services (as requested)
- Provide user-centered feedback and impact considerations

Highlight Needs and Gaps

- Surface unmet technology needs across departments
- Communicate local challenges to IT leadership

Contribute to Policy Awareness

- Provide feedback on proposed policies or practices when invited
- Help assess potential impact on faculty, staff, and students

4. Membership

4.1. Composition

Membership will reflect the academic structure and diversity of Franklin College, with explicit representation from each primary instructional division.

Faculty Representation (Core Requirement):

- One faculty representative from each of the following divisions:
 - Fine Arts
 - Social Sciences
 - Biological Sciences
 - Physical and Mathematical Sciences
 - Humanities
- Consideration may be given to:
 - A second representative for larger divisions
 - Rotation across departments within each division to ensure broad participation over time

4.2. Additional Members

- Staff representatives (administrative, operational, or IT-adjacent roles)
- College leadership liaison (e.g., Associate Dean or designee)

- IT liaison(s) (non-voting or advisory capacity)
- Student representative(s), if appropriate and as needed

4.3. Appointment

- Faculty representatives may be:
 - Nominated by division heads or departments, or
 - Appointed by the Dean or designee
- Other members will be appointed by the Dean or appropriate leadership

Efforts should be made to ensure:

- Rotating participation across departments
- Inclusion of diverse perspectives and roles

4.4. Terms

- Faculty/Staff: 2–3 years, staggered to maintain continuity
- Students: 1 year or academic semester

4.5. Leadership

- Chair (facilitates meetings and represents the committee)
- Vice Chair (optional)
- Administrative support (non-voting)

5. Operating Model

5.1. Meetings

- Regular meetings (e.g., monthly or quarterly)
- Additional meetings as needed

5.2. Discussion and Recommendations

- Emphasis on open discussion and consensus-building
- Recommendations documented and shared with leadership
- No formal voting authority required

5.3. Subgroups (Optional)

Ad hoc groups may be formed to explore topics such as:

- Academic technology
- Research support
- Web and digital experience
- Student Technology Fee One-Time Funding Reviews

6. Relationship to Governance and Decision-Making

The TAC supports informed decision-making by providing recommendations, feedback, and stakeholder perspectives on technology-related issues and initiatives.

Recommendations of the TAC are advisory and non-binding. The committee does not exercise decision-making authority over budgets, policies, technology standards, project prioritization, or other administrative matters.

Input provided by the TAC may inform decisions made by the Franklin College Dean's Office, the Franklin College Office of Information Technology, and applicable university governance and administrative bodies.

6.1. Outputs and Deliverables

The TAC may produce:

- Informal recommendations or guidelines
- Summaries of key discussion topics and themes
- Annual highlights of recurring needs or priorities
- Feedback reports on specific initiatives (as requested)

7. Guiding Principles

7.1. The TAC operates under the following principles

- Inclusive and representative engagement
- Transparency and open communication
- Alignment with academic and research mission
- Practical, user-informed insights

7.2. Review and Evolution

- Charter reviewed periodically (every 1–2 years) by the Franklin College Dean
- Adjustments made to improve effectiveness and engagement
- The Dean may revise the committee's charge, membership, structure, or charter to reflect evolving College needs and priorities.