

ITM Committee Standard

Effective Date: February 26, 2015

Authority & Alignment

Authority: D1200 Code of Conduct, D3300 Internal Controls, D8000 ITM Governance and Management

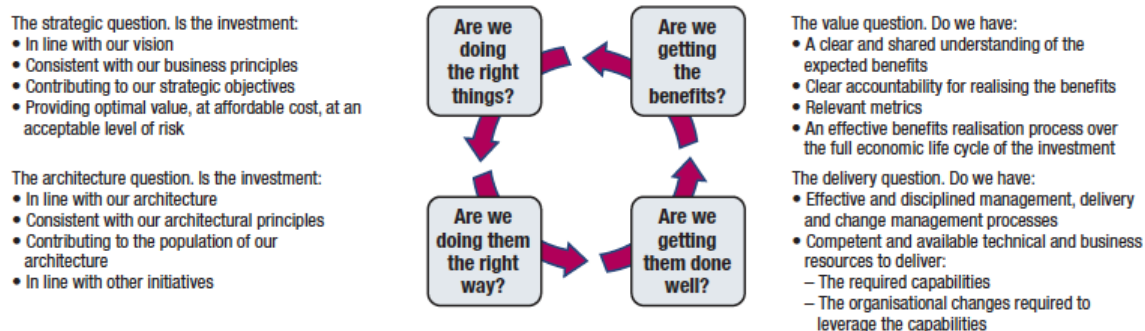
Alignment: CobiT, ISO/IEC 38500:2008(E)

Overview

Information Technology (IT) is a strategic enabler. Proper alignment between information and related technology and the business strategy is vital to the delivery of value.

Ultimate responsibility for ITM strategy setting and implementation must rest with the executive leadership of MacEwan University. The establishment of an ITM Committee, composed of students, faculty, administration and IT management, can provide effective governance. The ITM service delivery continuum¹ in Figure 1 can be used to guide the activities of the ITM Committee.

Figure 1 – The ITM Service Delivery Continuum



The key ingredients are good communication and mutual understanding between IT Management and the rest of the University. This will help ensure (a) that ITM resources are appropriately prioritized and (b) the delivery of ITM enables users to create real value for the University.

Scope and Definitions

The purpose of the ITM Committee is to focus on policy, strategic projects, enhancements, and operational support issues for a wide variety of University systems and data repositories. The ITM Committee also provides direction on the services and performance of the IT department function to ensure that the administrative and academic technology requirements are supported.

Compliance & Exceptions

Responsibility for compliance with MacEwan policies and standards extends to all members of the MacEwan community as defined in D1200 Code of Conduct – Employees. Non-compliance

¹ Taken from ITGI's ValIT Framework and based on the 'Four Ares' as described by John Thorp in his book, The Information Paradox—Realizing the Business Benefits of Information Technology, written jointly with Fujitsu, first published in 1998 and revised in 2003, McGraw-Hill, Canada

may create risk for MacEwan and will be addressed accordingly (see clause 4.5.1 “Respect for the law and University governance” of the University’s policy D1200 Code of Conduct – Employees for additional guidance).

Standard Requirements

1. Mandate

The ITM Committee oversees the implementation of the ITM Plan. This plan guides how information technology is developed, implemented, maintained, and integrated to accomplish the mission of the University. The ITM Committee will:

- 1.1. Address the alignment of the IT plan with service requirements
- 1.2. Inform service levels for applications and infrastructure
- 1.3. Provide oversight on major system change projects
- 1.4. Consider issues around information governance
- 1.5. Recommend policy and approve ITM standards
- 1.6. Establish the context in which MacEwan University’s IT risk management framework is applied

2. Responsibilities

The roles, responsibilities and operations of the ITM Committee will be set forth in a Terms of Reference that is reviewed annually by the ITM Committee.

3. Accountability

- 3.1. The Chief Information Officer provides an interface for the ITM Committee to the appropriate University approval and consultation bodies as well as the Audit Committee of the Board of Governors

Related Content

<i>Type</i>	<i>Title</i>
Policy	D8000 ITM Governance and Management
Standard	ITM Risk Management Framework Standard
Document	ITM Committee Terms of Reference

Key Words

committee, strategic, governance, itm

Measurement

The ITM Committee has:

- ✓ Approved membership and terms of reference
- ✓ Documented agendas
- ✓ Documented minutes including action items and decisions

Contact

Chair, ITM Committee
CIO