Business Systems Coordinating Council
Group Charter

The Business Systems Coordinating Council provides oversight and direction for the enterprise systems that support the University’s business operations, identifies and prioritizes technology-based solutions for shared business needs, sets priorities, and ensures coordination on the effective use of information technology resources to meet the operational and strategic needs of the University. The Council establishes strategy and sequencing for development, coordinated deployment, and integration work pertinent to the effective use of the tools. This Council also champions a common data model, and other common infrastructure where needed, as well as best practices in central and distributed enterprise systems.

Objectives

• Approve priorities and recommend resource allocation for administrative systems’ ongoing operations, enhancements, and new initiatives to assure alignment with the university’s business goals and needs.
• Monitor progress of administrative system initiatives and provide guidance to ongoing administrative systems’ operations, support efforts, and enhancements.
• Consider and discuss impact of administrative system changes on people, process, technology, and standards and policies.
• Encourage and facilitate the integration of systems and access to data across functional boundaries and guide the development of common data models.
• Champion effective information and IT security measures, policies and practices to ensure the confidentiality, integrity, and availability of resources are preserved.
• Resolve the escalation of issues that span departmental or divisional boundaries.
• Review school and department systems in the context of enterprise systems.
• Provide direction to prevent, where appropriate, unnecessary redundancy or non-sustainable service implementations and their resulting inefficiencies and risks.

Structure

The council consists of the leaders of University business operations and other relevant constituent groups. The co-chairs will be appointed by the group on an annual basis, or on an interval determined by the group. The co-chairs may appoint ad hoc committees as appropriate. The committee makes recommendations to the CIO and University Administration as needed.

The following units and groups will be represented on the Council:

• Business Affairs
• Student Affairs
• Human Resources
• Financial Services Office
• Research Administration
• Provost Office
• Office of Instruction & Assessment
• UITS
• UAIR
• CABO (1 representative)
• Auxiliary units (1 representative)
• Budget Office

**Operating Principles**

Meetings are held every month, or as determined by the Council.