

3359-05-01 Officers of the vice president and chief information officer division (“VPCIO” division).

(A) The president of the university, as specified in rule 3359-1-05 of the Administrative Code, is executive head of all university colleges, branches, schools, and departments possessing duties, responsibilities, and powers as delineated in the bylaws.

(B) Vice president for information technology and CIO.

- (1) The vice president for information technology and CIO shall be appointed by the board upon recommendation of the president, shall hold office at the discretion of the president, and shall be responsible to the senior vice president and provost and chief operating officer.

Notwithstanding the direct reporting relationship between the vice president for information technology and CIO to the senior vice president and provost and chief operating officer, it shall be the duty and responsibility of the vice president for information technology and CIO to coordinate with and keep the president informed in advance on all matters, initiatives or decisions within their area of responsibility that involve academic matters, or that have a reasonable expectation of involving or affecting the academic programs, activities, or directions of the university.

- (2) The vice president for information technology and CIO is responsible for information services including networking, learning technologies and distance learning, information resource management and dissemination.
- (3) In the areas of information technology, the vice president shall contribute to the strategic planning process through the design and implementation of management information systems; advocate for the advancement of technology for information research, management, and dissemination; provide advice and evaluation about existing technology projects and oversight of continuing projects; and encourage interfaculty collaborations in academic and administrative computing.

- (4) The vice president will advance the work of the university computing committees through sponsorship of joint efforts; and collaborate with relevant university committees to expand the consensus, support, and resources for common technology initiatives in academic research, student service, and administrative areas. The vice president will also plan for the technological infrastructure to support facility, academic, and administrative plans, and will advise the president and provost on major university projects.
- (5) To fulfill responsibilities for this position, the vice president will:
 - (a) Provide leadership for “VPCIO” division consisting of applications systems services; network and communication services; hardware operations and operating systems services; learning technologies and scholar/learner services;
 - (b) Serve as liaison to appropriate university technology related committees;
 - (c) Serve as a member of and/or advisor to appropriate administrative bodies on matters related to instructional technology;
 - (d) Maintain authority over information services and other direct reporting responsibilities as required;
 - (e) Share responsibility and decision making for allocation of technology funds with other senior level administrators;
 - (f) Enhance effective communication between internal and external information and instructional technologies constituencies and service providers, as well as with statewide and national organizations;
 - (g) Recommend information and instructional technologies budget priorities to the president and provost and serve as principal advisor to the provost on information and instructional technologies issues;

- (h) Serve as a resource to promote information and instructional technologies integration among all units, including the schools and colleges, extended campuses, administrative units, libraries and service units, to ensure efficient use of information technology and to facilitate the integration of information and instructional technologies into the curriculum; and
 - (i) Represent the university of Akron and serve as its chief information officer and spokesperson on matters related to information management and dissemination, computing, and instructional technology.
 - (6) The vice president for information technology and CIO shall perform such other duties as may be assigned.
- (C) Director of applications systems services.
 - (1) The director of applications systems services shall be appointed by the board upon recommendation of the president; and shall hold office at the discretion of the president; and shall be responsible to the president through the vice president for information technology and CIO.
 - (2) The director of applications systems services will provide vision and leadership in the strategic planning, development and implementation of applications information services technology.
 - (3) The director of applications systems services will be responsible for planning, directing and managing application systems services which includes enterprise resource planning (ERP) (“Peoplesoft”), new development, non-ERP business applications, database management, finance, decision support systems “DSS”, data warehouse and the “UA” web.
 - (4) The director of applications systems services shall assist the vice president for information technology and CIO by performing those duties as may be assigned.
- (D) Director of network and communications services.

- (1) The director of network and communications services shall be appointed by the board upon recommendation of the president; and shall hold office at the discretion of the president; and shall be responsible to the president through the vice president for information technology and CIO.
 - (2) The director of network and communications services will be responsible for the strategic planning and implementation of the complex hardware and software communications infrastructure technologies to provide internet, intranet, and telephone services to the entire enterprise.
 - (3) The director of network and communications services shall be responsible for management of all university network hardware and software, supporting voice, data, and video communications.
 - (4) The director of network and communications services shall assist the vice president for information technology and CIO by performing those duties as may be assigned.
- (E) Director learning technologies and scholar/learner services.
- (1) The director learning technologies and scholar/learner services shall be appointed by the board upon recommendation of the president; and shall hold office at the discretion of the president; and shall be responsible to the president through the vice president for information technology and CIO.
 - (2) The director learning technologies and scholar/learner services will direct the operational, personnel, and planning functions of the learning web, computer based education and testing, multi-media learning technologies and new media center and audio visual services.
 - (3) The director learning technologies and scholar/learner services shall assist the vice president for information technology and CIO by performing those duties as may be assigned.
- (F) Director hardware operations and operating systems.

- (1) The director hardware operations and operating systems shall be appointed by the board upon recommendation of the president; and shall hold office at the discretion of the president; and shall be responsible to the president through the vice president for information technology and CIO.
 - (2) The director hardware operations and operating systems will provide vision and leadership in the strategic planning, development, and implementation for hardware operations and operating systems for the university's enterprise server and desktop systems.
 - (3) The director hardware operations and operating systems will be responsible for planning, directing and managing hardware operations and operating systems for enterprise server and desktop systems.
 - (4) The director hardware operations and operating systems will be responsible for planning, directing and managing the help desk computer lab services and training.
 - (5) The director hardware operations and operating systems shall assist the vice president for information technology and CIO by performing those duties as may be assigned.
- (G) Project management, continuous quality improvement and security officer.
- (1) The project management, continuous quality improvement and security officer shall be appointed by the board upon recommendation of the president; and shall hold office at the discretion of the president; and shall be responsible to the president through the vice president for information technology and CIO.
 - (2) The project management, continuous quality improvement and security officer will manage and guide the prioritization, design, development, testing and implementation activities for projects using state of the art project software and appropriate standards.
 - (3) The project management, continuous quality improvement and security officer will coordinate all planning and develop policies to ensure secure, efficient, and appropriate use of resources.

- (4) The project management, continuous quality improvement and security officer will review and approve applications systems and infrastructure to ensure quality and security.
 - (5) The project management, continuous quality improvement and security officer will support the vice president for information technology and CIO in the areas of governance, project management, personnel, financial, contractual, programmatic requirements and security.
 - (6) The project management, continuous quality improvement and security officer shall assist the vice president for information technology and CIO by performing those duties as may be assigned.
 - (7) The project management, continuous quality improvement and security officer ensures that data systems and databases are protected from unauthorized users; and organizes the security investigation and implementation of corrective actions.
- (H) Assistant to the vice president for information technology and CIO budget/technical.
- (1) The assistant to the vice president for information technology and CIO budget/technical shall be appointed by the board upon recommendation of the president; and shall hold office at the discretion of the president; and shall be responsible to the president through the vice president for information technology and CIO.
 - (2) The assistant to the vice president for information technology and CIO budget/technical will assist in the development, coordination, and management of the “VPCIO” division budget resources as well as providing technical assistance in the analysis of budget data, formulation of technical reports, retrieval of data, and special projects as needed.
 - (3) Assistant to the vice president for information technology and CIO budget/technical shall assist the vice president for information

technology and CIO by performing those duties as may be assigned.

- (I) Assistant to the vice president for information technology and CIO disaster recovery and special projects.
 - (1) The assistant to the vice president for information technology and CIO disaster recovery and special projects shall be appointed by the board upon recommendation of the president; and shall be responsible to the president through the vice president for information technology and CIO.
 - (2) The assistant to the vice president for information technology and CIO disaster recovery and special projects shall plan, organize and manage disaster recovery and similar functions related to information systems.
 - (3) The assistant to the vice president for information technology and CIO disaster recovery and special projects plans and manages the selection of off-premise storage facilities and resources needed for recovery operations, and directs the establishment of related plans and procedures.
 - (4) The assistant to the vice president for information technology and CIO disaster recovery and special projects shall assist the vice president for information technology and CIO by performing those duties as may be assigned.
- (J) Other administrative officers and assistants. Such other administrative officers and assistants as are needed to carry on effectively the work of the university may be appointed by the board upon recommendation of the president of the university who shall define their duties and responsibilities.

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Certification: _____
Ted A. Mallo
Security
Board of Trustees

Prom. Under: 111.15

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