



August 24, 2012

IT Service Investment Board

Kellye Y. Testy, Dean, School of Law, **Chair**

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Susan J. Astley, Professor, Epidemiology and Pediatrics, Chair, Senate Committee on
Planning and Budgeting

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Walt Dryfoos, Associate Vice President, Advancement Services, University Advancement

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Mary Fran Joseph, Associate Dean for Administration and Finance, UW School of Medicine

Stephen J. Majeski, Associate Dean for Research Administration and Infrastructure, College
of Arts & Sciences

Harlan F. Patterson, Vice Chancellor for Administrative Services, UW Tacoma

Liz Shirley, Enterprise Finance Officer, UW Medicine and Associate Vice President for
Medical Affairs, UW

Gary R. Quarfoth, Associate Vice Provost, Office of Planning & Budgeting

Kelli Trosvig, Vice President for UW Information Technology and CIO

Dear Colleagues:

Thank you for agreeing to serve on the IT Service Investment Board that is being established to make recommendations about services provided by UW Information Technology (UW-IT), including major projects that enhance or add information technology (IT) services.

The IT Service Investment Board is advisory to the Vice President for UW-IT and CIO, and is responsible for reviewing services provided by UW-IT and making recommendations for adding, changing, and removing services. As part of this charge, the Board prioritizes major UW-IT projects and makes recommendations about funding levels. In addition, the Board conducts an annual review and assessment of the Technology Recharge Fee (TRF) and recommends changes as needed. This review includes evaluation of the services to be covered, costs to provide those services, rate level, and allocation methodology.

The IT Service Investment Board is part of a comprehensive governance process that is being established for information technology at the University. The new process builds upon previous efforts, including the IT Costing Oversight Group and President's Working Group on Information Technology. The new governance process consists of three interrelated boards:

- **IT Strategy Board** provides strategic direction on information technology issues and investments across the University.
- **IT Service Investment Board** makes decisions about UW-IT service improvements, priorities and funding, including the Technology Recharge Fee. A TRF Advisory

Committee will provide recommendations to inform the Board on cost allocation, methodology and services.

- **IT Service Management Board** ensures alignment of UW-IT services with institutional IT strategy and priorities, as identified by the other two governance committees, and optimizes the formulation and sourcing of those services.

The IT Service Investment Board is guided by strategy direction from the IT Strategy Board in making recommendations, and it brings issues and recommendations to the IT Strategy Board for its consideration. Similarly, the IT Service Investment Board considers issues and recommendations brought to it by the IT Service Management Board, and it provides direction to the IT Service Management Board on high-level changes to services provided by UW-IT.

The IT Service Investment Board will meet monthly. A charter is enclosed. The Board's first charge will be to conduct the annual TRF review and make recommendations. The Board will be assisted in this work by a TRF Advisory Committee that will provide recommendations to inform the Board on cost allocation, methodology and services. Meetings of the IT Service Investment Board will be scheduled and supported by the Office of the Vice President for UW-IT and CIO. Cathy Esterman will contact you in the near future to schedule the first meeting.

As you know, information technology is critical to supporting and advancing the University's teaching, learning, research and service missions. This committee will be vital to ensuring the University is investing in the IT services that best support its work. Thank you for your willingness to serve on this important committee.

Sincerely,

Kelli Trosvig

cc: Tom Baillie, Ana Mari Cauce, Debra Friedman, Howard Frumkin
James Gregory, Paul Jenny, Connie Kravas, Ruth Mahan
Lori Mitchell, Matt O'Donnell, Robert Stacey, V'ella Warren

Enclosures: IT Service Investment Board Charter
IT Governance Diagram