



TECHNICAL COLLEGE  
OF THE LOWCOUNTRY

**PROCEDURE: Information Resource Management Committee  
Number: 1.2.5.7**

Responsibility: Executive Administration  
Last Updated: October 10, 2023  
Related Policy: 1.2.5 Institutional Committees

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President

**Purpose:**

The purpose of this procedure is to outline the responsibilities and membership of the Information Resource Management Committee.

**Procedure:**

1. The purpose of the Information Resource Management Committee is to
  - a. Review and evaluate the status of the College's information technology and the College's integration of its management of data processing, office systems and telecommunications.
  - b. Recommend and develop appropriate information management strategies in the area of data processing, telecommunications, and office systems to the Vice President for Administrative Services.
  - c. Serve as a resource to other standing committees.
  - d. Establish priorities for computer resources.
2. The membership of the committee shall consist of
  - a. Two academic Division Deans recommended by the Vice President for Academic Affairs
  - b. One Student Affairs representative recommended by the Vice President for Student Affairs
  - c. IT Program Analyst
  - d. Chief Information Officer
  - e. One representative from the Business Office recommended by the Vice President for Administrative Services
  - f. Two faculty members recommended by the Vice President for Academic Affairs
  - g. One representative from Continuing Education and recommended by the Vice

President for Academic Affairs.

3. The term of the membership shall be for one year.
4. The chairperson of the committee will be appointed by the President upon recommendation of the President's Cabinet.