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**AITS Enterprise Architecture Committee (EAC)  
Charter**

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## **1 Role**

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The AITS Enterprise Architecture Committee's role is to assist in the development, articulation and adoption of the IT Enterprise Architecture framework and processes. The purpose of the architecture framework is to direct or guide architecture initiatives, ensure that organizational performance aligns with the strategic intent of the business, ensure IT resources are engaged to reflect priorities and architecture-related risks are managed appropriately. As the committee reviews and recommends architectural changes it will consider the role of Administrative IT at the university. The Administrative IT role is to enable the implementation of the University's mission, goals, objectives and strategies.

Enterprise Architecture includes business and information processes as well as all aspects of the administrative systems and services infrastructure including storage, servers, network, applications, databases, end-user experience and the interaction and interconnectivity of each component. Documentation of the architecture includes business objectives, foundational principles, schematics, interoperability and compliance.

## **2 Authority**

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The AITS Enterprise Architecture Committee is an advisory and coordinating group. It makes recommendations with the Director of Enterprise Architecture on procedures, policies, project work, and the AITS strategic technology direction. This committee also serves as a resource to assist and advise in resolving technical challenges in new applications and foundation components, as well as provides a forum for adoption, guidance and implementation of new technologies and infrastructure components. Although this committee is not directly responsible for the implementation of applications, foundations, and infrastructure components, it guides implementation efforts of projects with global impact on the IT architecture.

## **3 Responsibilities**

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The principal responsibilities and functions of the AITS Enterprise Architecture Committee are to assist in defining and supporting the Enterprise Architecture framework, infrastructure and processes which exist to ensure that enterprise projects (business or technology) are carried

out consistently and successfully in alliance with organizational strategy. The responsibilities of the Enterprise Architecture Committee include:

- Provide a focal point and repository for architecture standards - document existing standards and validate/adopt new standards developed by subject matter experts (SME)
- Institutionalize of a body to promote Enterprise Architecture governance.
- Map business strategies into technology solutions.
- Cultivate Enterprise Architecture strategies throughout the organization.
- Partner with the Portfolio Management Office (PMO) to provide feedback on projects, overlap, technology reuse, and opportunities for consolidation.
- Provide guidance and support regarding Enterprise Architecture for ITPC and non-ITPC projects

## 4 Membership

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The AITS Enterprise Architecture Committee membership includes a balanced representation of functional and technical areas in AITS to support the mission and vision of AITS. The committee's members are:

### **Committee Chair**

- Michael Wonderlich: Associate Director

### **Committee Members:**

- Application Development, Enterprise Architecture
  - Jeff Heckel: Assistant Director
- Application Support, Enterprise Architecture
  - Brian Schoudel: Director
- Application Support, Infrastructure Administration
  - Peter Herrig: Assistant Director
- Business Intelligence, Enterprise Architecture
  - Michael Wonderlich: Assistant Director
- Data Architecture
  - Mark Cumbow, Assistant Director
- Data Management
  - Scott Harden: Assistant Director
- Integration Competency Center (ICC)
  - Jared Crowe: Coordinator
- Linux, Network, Firewall, Enterprise Architecture
  - Chris Barton: Associate Director
- RIMS
  - Gegg, Rich: Coordinator
- Security
  - Troye Kauffman: Assistant Director
- Server Support
  - Marty McLain: Assistant Director
  - Nathan Yelton: Specialist
- Storage and Data Centers
  - Alice Jones: Assistant Director
- Technical Application Management (TAM)
  - Dave Stone: Specialist

### **Liaison Members:**

- Portfolio Management Office (PMO)
  - Christina Vann: Coordinator
- IT Planning
  - Candice Solomon-Strutz, Assistant Director

The committee membership will be adjusted by the committee's chair with consultation with the committee's members and the Leadership Team.

## **5 Operations**

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### **5.1 Meetings**

The committee meets on a regular basis to discuss and review the architecture framework and initiatives. The committee will publish minutes of its proceedings and reports in CVS. The committee is governed by the following rules for meetings:

- Meetings are normally held in person
- Meetings can be held by conference telephone or similar communications equipment
- Actions can be taken without meetings and by coordination via email
- Agenda items are to be submitted to the chair at least two business days prior to the scheduled meetings
- Agendas will be provided prior to the meetings

Meeting participants may change based on AITS initiatives, architectural projects, and the operations of the Enterprise Architecture Committee sub-groups.

### **5.2 Communication/Training**

Communicating the committee's decisions and recommendations in an efficient and consistent manner is crucial for the success of the Enterprise Architecture program. By raising awareness of the architecture standards throughout the organization, the committee will continue to be an enabler for AITS strategic plans. Although it is the responsibility of the Director of Enterprise Architecture to manage and evolve the architecture communication methodology, the committee will provide a forum for the architect to evolve the communication methodology and provide a vehicle for disseminating the information. Possible communication channels may include:

- Email
- Newsletters
- Official training
- Invite speakers to discuss new technology trends

### **5.3 Enterprise Architecture Sub-groups**

The committee may seek the help of subject matter experts to make recommendations for specific architectural technologies and standards by forming focused sub-groups. All Enterprise Architecture sub-groups should be led or at minimum include one Enterprise Architecture Committee member to facilitate the communication between the sub-group and the committee. A sub-group will be assembled with the appropriate subject matter

experts and convene to develop an official recommendation for the Enterprise Architecture Committee. Once the final recommendation is completed, the sub-group will be dismissed.

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