

Responsibility, Membership and Major Issues Handled by the IS Management Board

The regulating body for University information services is the Information Services Management Board, which is chaired by the Vice-President. The scope of this Board includes overseeing the policies, budget, and service effectiveness of information services related to teaching, learning, research and administration, as well as vetting and prioritising requests from academic departments and administrative units for computer hardware and software.

The Board's objective is to ensure that recommendations and decisions regarding information services are in line with the University's strategic directions, goals, and priorities. There is student representation on this Board, which means that learning resource needs are also discussed from the students' viewpoint with a focus on enhancing the student learning environment.

The responsibilities of the Board are:

1. To make policy recommendations on the strategic development and advancement of University information services as related to teaching, learning, research and administration.
2. To co-ordinate and review the effectiveness of provision of information services in support for teaching, learning, research and administration in the light of University strategic directions and priorities.
3. To allocate funds provided by the University for operations in the Information Technology Services Centre and the Library for the benefits of all departments and programmes.
4. To recommend a consolidated annual information services budget pertaining to IT infrastructure and the provision of information services in support of teaching, learning, research and administration.
5. To inform the University of copyright and other intellectual property rights matters.
6. To facilitate new trends and informed usage of information services at the university level for teaching, learning, research and administration.
7. To deal with any other matters relating to information services and IT projects as related to the University's development.

The membership of the Board is:

1. Vice-President (Chairman)
2. Director of Finance
3. Chief Information Officer and University Librarian
4. Director of Teaching and Learning Centre
5. Director of Office of Research and Knowledge Transfer
6. One academic staff member from the Faculty of Arts
7. One academic staff member from the Faculty of Business
8. One academic staff member from the Faculty of Social Sciences
9. One academic staff member from the School of Graduate Studies
10. One academic staff member from the School of Interdisciplinary Studies
11. Director of Lingnan Institute of Further Education or his/her representative
12. One representative of Research Postgraduate (RPg) students
13. One representative of Taught Postgraduate (TPg) students
14. One representative of Undergraduate students
15. One representative of Sub-degree students
16. Associate Directors of the Information Technology Services Centre (Observer)
17. An Associate University Librarian of the Library (Observer)

A staff member from the ITSC or Library is appointed to serve as the secretary to the Management Board.

The IS Management Board meets regularly to assess the availability and adequacy of teaching, learning, research and administration resources and support services provided by the ITSC and the Library, as well as the needs from academic departments and administrative units for computer hardware and software.

Requests for change or improvements to such services and resources are also presented to the Management Board by the ITSC, Library, academic departments or administrative units, and discussed in regularly held meetings. If additional financial support is required, requests endorsed by the Management Board are forwarded to the University Administrative and Planning Committee (UAPC) for funding approval.