

# Lingnan University

## Information Services Management Board

### *Terms of Reference*

- a) To make policy recommendations on the strategic development and advancement of University information services as related to teaching, learning, research and administration.
- b) 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.
- c) 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.
- d) 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.
- e) To inform the University of copyright and other intellectual property rights matters.
- f) To facilitate new trends and informed usage of information services at the university level for teaching, learning, research and administration.
- g) To deal with any other matters relating to information services and IT projects as related to the University's development.

### *Membership*

- Chairman : To be appointed by the President
- Members : Director of Finance  
Chief Information Officer and University Librarian  
Director of Teaching and Learning Centre  
Director of Office of Research and Knowledge Transfer  
One academic staff member to be appointed by the Chairman from each of the three Faculties  
One academic staff member to be appointed by the Chairman from each of the two Schools  
Director of Lingnan Institute of Further Education or his/her representative  
One representative of Research Postgraduate (RPg) students  
One representative of Taught Postgraduate (TPg) students  
One representative of Undergraduate students  
One representative of Sub-degree students
- Observers : Associate Directors of the Information Technology Services Centre  
An Associate University Librarian
- Secretary : One staff member appointed by the Chairman from the Information Technology Services Centre or Library on rotational basis, with the serving term decided by the Chairman