1. Committee on Committees Function and Responsibilities:
    a. Appoint members to University committees.
    b. Originating body for recommendations concerning:
        i. Appointments to committees
        ii. Creation of committees
        iii. Dissolution of committees

2. PAAC Recommendations to Committee on Committees (note 4b below):
    a. The formation of a standing learning technologies council/committee be formed which would report to the VPAA.
    b. The PAC did not recommend that the Distance Education Council be dissolved. To the contrary, the recommended Learning Technologies Council/Committee would be able to address specific areas of technology outside of the function of the Distance Education Council.

3. Charges of Ad hoc LTC:
    a. Evaluate existing uses of technologies for learning in all academic areas; the development and implementation of a needs assessment survey.
    b. Make recommendations on how monies for technology are to be utilized.
    c. Create a council/committee title, function statement and membership statement.
    d. Work with the COC to create a permanent standing university committee.

4. Timeline in Brief
    a. CY16 – PAAC meets and submits report to president and recommendations to COC.
    b. FEB17 – PAAC chair (Diane Dixon) presented the IT recommendations to the COC for consideration.
    c. FEB17 – FS Chair (Steven Emge), per APPM 3.3.1, formed the Ad hoc LTC.
    d. OCT/NOV17 – COC began considering/debating potential committee structures for IT Governance; a concept/model adapted from Berkley was presented by the COC chair (Brad) to the COC as a starting point, until we had received a pending report from the Ad hoc LTC.
    e. DEC17 – Ad hoc LTC submitted a thorough 50+ page Learning Technologies Plan, including recommendations for a title, function statement and membership statement for a standing Learning Technologies Council/Committee. Their mission being completed, the ad hoc LTC expired at the end of DEC17.
    f. FEB18 – COC has continued meeting/functioning to originate recommendations to the Faculty Senate for the creation of an IT committee structure that (1) ensures appropriate and equitable representation for all university members, (2) supports an efficient and timely movement of recommendations and information by individual committees to proper approving bodies, (3) promotes collegial communication, and (4) maintains proper oversight to ensure prioritization of fiscal requests and needs, and that the committees are in alignment with the mission and vision of the university.