UNIVERSITY OF CALIFORNIA

UC Research IT Committee: Charter

UC Research IT Committee (RITC)

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Revised by Rose Rocchio, 10-21-2026 (confluence links & bookmarks removed etc…)

Preface

Intent:

This document spells out the charge, participation and goals of the UC-wide Research IT Committee, a subcommittee of the UC IT Leadership Committee (ITLC).

History:

- Drafted by V. Polichar 18 Sept 2018; revised per email committee comments 23 Oct 2018; revised per in-person meeting 02 Nov 2018; expanded acronyms 14 Nov 2018.
- Approved by majority vote of campuses 26 November 2018
- Ratified by ITLC 5 December 2018 with no changes
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- Revised after migration from Confluence by Rose Rocchio - 10-21-2026

Ratification:

Ratified by ITLC 5 December 2018.

Adoption and maintenance:

This charter is to be adopted by majority vote of RITC voting members present at the monthly meeting where charter adoption is on the agenda. Absent members may also vote by email to the chair or vice chair up to 24 hours after the date of the selected monthly meeting. The charter shall be formally re-adopted or altered at least every two years from its first implementation. Any part of this charter may be modified by majority vote, including this section.

The ITLC liaison shall present the adopted charter to the ITLC for their ratification subsequent to the RITC adoption. The ITLC reserves the right to override or modify aspects of the charter to meet ITLC needs.

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Objectives and Metrics

Objectives:

The goals of RITC include

- Improve and maintain communication between and build community among groups supporting various aspects of research IT across the UC system
- Help one another build our research IT units and develop support for research IT
- Share knowledge and best practices
- Accomplish annually determined goals

Metrics:

At the end of each calendar year, RITC shall measure and report their success in accomplishing their annual project goals

Membership & Voting:

RITC spans all UC campuses. Research IT support staff at campuses and labs, including Health, are eligible to participate in UC RITC.

Membership:

CIOs or VCRs are asked to nominate or endorse one primary, voting RITC representative from their central Research IT unit. Where no such units exist on a campus, members may be drawn from central IT and/or departmental units. Other interested parties are encouraged to participate in discussions and meetings as non-voting members.

Voting:

For matters such as annual goals, changes to the charter, and new chair, each campus shall have one vote. The official representative shall cast this vote as a representative for their campus, including associated labs and Health units; they are encouraged to solicit input from the broadest possible constituency.

For matters requiring a vote, votes will be accepted from the primary representative for each campus during the meeting scheduled for the vote and up to 24 hours afterwards.

Communications:

The official information repository for RITC is a UCLA Spaces Confluence site.

The committee will meet monthly via Zoom conference calls and conduct two annual face-to-face meetings, whenever possible hosting one per year at a northern and one at a southern campus.

Official communications methods consist of the mailing list, monthly calls and annual meetings.

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