DIN: 5100-1-01
Name of Policy: Information Technology Plan

Policy
Northwest Technical College shall write and annually review/update a master technology plan.

Purpose
The purpose of this policy is to:

1. Promote effective information technology planning through broad-based collaboration, goal setting, action planning, assessing and measuring results, and planning improvements.
2. Determine the information technology budget and learner technology fee.

Responsibility
The table below describes responsibilities for this policy:

<table>
<thead>
<tr>
<th>Group/Individual</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Annually approve information technology plan.</td>
</tr>
<tr>
<td>Provost</td>
<td>Form Technology Committee; review and make recommendation of plan to President</td>
</tr>
<tr>
<td>Chief Information Officer</td>
<td>Facilitate development of the information technology plan</td>
</tr>
<tr>
<td>IT Personnel</td>
<td>Assist in the development of the Information Technology Plan</td>
</tr>
<tr>
<td>Technology Committee</td>
<td>Support and facilitate the development of the Information Technology plan</td>
</tr>
</tbody>
</table>

Supporting References
Listed below are document(s) that support this policy:
- MnSCU Board Procedure 5.11.1 (Fees) Subpart C – Technology Fee
- Policy: Technology Committee Policy (DIN 5120-1-01)
- Process: Learner Technology Fee Development Process (DIN 5100–2-01)

Compliance References:
Listed below are references to compliance requirements (e.g. MnSCU policy, federal regulations).

MnSCU Policy 5.13 Information Technology Administration