



Request to review UMCP Policy X-3.03(A)

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DESCRIPTION OF ISSUE

The UMD policy on Procedures Concerning the Acquisition of Telecommunication Services and Equipment, X-3.03(A), has not been updated since 1991. Telecommunications equipment has vastly changed since then and what is considered such equipment has evolved. For example, the current policy focuses on old equipment such as phone lines that are now done using Voice over IP (VoIP).

DESCRIPTION OF CHANGE YOU WOULD LIKE TO SEE

The policy should be reviewed and if appropriate changes should be recommended to the full senate for consideration.

SUGGESTION FOR HOW YOUR PROPOSAL WOULD BE PUT INTO PRACTICE

The IT Council regularly reviews IT related policies and at its January 2024 meeting, asked the chair of the ITC to contact the SEC to request the SEC charge the ITC to review policy X-3.03(A) and suggest to the SEC and full senate any appropriate revisions.

ADDITIONAL INFORMATION

A possible draft charge (based on previous similar charges from the SEC to the ITC) would be:

The Senate Executive Committee (SEC) and Senate Chair request that the Information Technology (IT) Council review the University of Maryland, College Park Policy and Procedures Concerning the Acquisition of Telecommunication Services and Equipment.

Specifically, the IT Council should:

- 1. Review the University of Maryland, College Park Policy and Procedures Concerning the Acquisition of Telecommunication Services and Equipment (X-3.03[A]).
2. Review similar policies or procedures on acquisition of telecommunication services at Big 10 and other peer institutions.
3. Consult with a representative of Division of IT.
4. Consult with the University Senate on preliminary directions.
5. Consider whether the policy aligns with current practices related to telecommunication service acquisition at the University.
6. Consider whether there are outdated elements of the policy that should be removed.
7. Update the definition and examples of telecommunications equipment while making note of the recent update to the cell phone policy (X-3.06(A)).
8. Clarify what is under DIT duties to oversee. If changes from DIT's standard for outward facing devices such as phones are desired by a unit, the describing procedures should be followed to approve.
9. Clarify the policy and procedures when third party entities are needed to install and be operational in university facilities.
10. Investigate whether this policy intersects with/overlaps with existing policies for related technologies such as software and adjust the policy language to reflect.

11. Revise this policy to include relevant equipment and technologies not included and/or recommend where policies elsewhere might be appropriate
12. Consider whether the language in the policy should be broadened to accommodate any future changes in technology.
13. Consult with a representative of the Office of General Counsel on any proposed changes to the University's policy.
14. If appropriate based on the council's consideration of the above items, recommend whether the policy should be revised and if so, provide suggested revisions.

We ask that the ITC submit a report to the Senate Office no later than October 1, 2024.