



Charged: February 21, 2024 | Deadline: December 6, 2024

Request to Review University of Maryland Policy and Procedures Concerning the Acquisition of Telecommunication Services and Equipment (X-3.03[A]) (Senate Document #23-24-28)

IT Council | Chair: Jeffrey Klauda

The Senate Executive Committee (SEC) and Senate Chair Jarzynski request that the IT Council review the University of Maryland Policy and Procedures Concerning the Acquisition of Telecommunication Services and Equipment (X-3.03[A]).

Specifically, the IT Council should:

1. Review the University of Maryland Policy and Procedures Concerning the Acquisition of Telecommunication Services and Equipment ([X-3.03\[A\]](#)).
2. Review similar policies and procedures at Big 10 and other peer institutions.
3. Consult with a representative of the 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 Consider whether there are outdated elements of the policy that should be removed.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. Consider the definition and examples of telecommunications equipment while making note of the recent update to policies X-3.06(A) and X-3.01(A).
8. Consider what is under the purview of the Division of Information Technology and what is under the purview of individual units.
9. Consider procedures when third party entities are needed to install and be operational in University facilities.
10. Consider how this policy intersects and overlaps with existing policies for related technologies such as software.
11. Consider 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 policy.
14. If appropriate, recommend whether the policy should be revised and if so, provide suggested revisions.

We ask that you submit a report to the University Senate Office no later than **December 6, 2024**. If you have questions or need assistance, please contact the University Senate Office, senate-admin@umd.edu.