



COLLEGE POLICY GUIDELINES/PROCEDURES

POLICY NUMBER: **6105B**

DATE: July 25, 2017

POLICY TYPE: Institutional Learning & Effectiveness

POLICY TITLE: IT Investment Policy

GUIDELINES/PROCEDURES:

Exceptions and Waiver

If necessary, due to legitimate functional needs, a waiver of this Policy may be requested with appropriate justification by submitting a request in writing, reviewed and approved by the area Vice President, to the Chief Information Officer (CIO). The President may escalate exceptions to this policy and key requirements for approval and sign-off.

Roles & Responsibilities

- Interests for **Technology Services (TS)** in applying this policy to daily activities:
 - TS values **customer service** as the number one priority of its existence.
 - TS promotes a **collaborative and communicative process** within the College and its various stakeholders in identifying, selecting and implementing technology solutions.
 - This policy is **agile** and the **rigor** of this policy will be applied to initiatives, on a case by case basis, based on the initiative's degree of complexity, to ensure that the appropriate level of due diligence is performed to make good, quality and timely decisions.
- The **College Community** will work with Technology Services:
 - In a **timely and effective manner** so that TS can effectively perform its required duties in supporting the College.
 - To leverage **existing investments** prior to seeking new ones.
- See *Technology Investment Standards and appropriate Procedures for more details.*

Required Supporting Information

- Technology Investment Standards
- Cabinet IT Project Review Threshold Standard
- Grant Funded Technology Needs Coordination Standard
- IT Governance Charter