

Appendix F - Technology Master Plan

Recommended Technology Refresh

While ACCJC Accreditation Standard – III Resources only requires; “The institution systematically plans, acquires, maintains, and upgrades or replaces technology infrastructure and equipment **to meet institutional needs.**” ITAC (Information Technology Advisory Council) recommends that the CTO (Chief Technology Officer) monitor the age and condition of all campus technologies with the intent to secure replacements and refresh based on the following timetables or in alignment with industry standards and manufacturer warranties. Past practice of waiting until devices fail or are declared end-of-life by the manufacture should be avoided if at all possible.

- Audio Visual Equipment – 5 to 7 years
- Network equipment – 7 to 10 years
- Enterprise Servers – 5 to 7 years
- Enterprise Storage – 5 to 7 years
- Academic Servers – 5 to 7 years
- Any technology covered under Section 508, the Rehabilitation Act, or the ADA – should be replaced as needed or as soon as possible to comply with changing regulations.

Already Covered under the computer replacement program

- Computers – 3 to 5 years
 - Computer Monitors – 7 to 10 years

The goal should be that no technology critical to either instruction or the business of running the College be more than 10 years old.

To ensure the consistent, transparent, and continuous implementation of processes for technology equipment upgrades and replacements ITAC further recommends that IT staff produce an annual report listing the various technologies due to be replaced, based on the above criteria, in the coming year.

As a shared Governance Committee ITAC will review that report, make changes as necessary, and support the CTO in their efforts to secure funding to implement replacement.