

SOUTH DAKOTA BOARD OF REGENTS

Budget and Finance
Consent

AGENDA ITEM: 3 – R (6)
DATE: December 4-6, 2018

SUBJECT

BOR Policy 7:6 – Technology Purchases (First & Final Reading)

CONTROLLING STATUTE, RULE, OR POLICY

None

BACKGROUND / DISCUSSION

In an attempt to transition the BOR policies into the new format, BOR Policy 7:6 has been updated to include the purpose of the policy, definitions, and put in the new format. The policy revisions were reviewed by the Business Affairs Council, the Technology Affairs Council, and the Council of Presidents and Superintendents in October 2018.

IMPACT AND RECOMMENDATIONS

The purchasing guidelines in 3.2 have been raised from \$25,000 to \$50,000 to be in-line with other purchasing practices and policies.

A change was made to section 5 allowing the campuses to have campus-wide licenses as long as no standard has been established.

No other significant changes have been made.

ATTACHMENTS

Attachment I – BOR Policy 7:6 – Technology Purchases

DRAFT MOTION 20181204_3-R(6):

I move to (1) waive the two-reading requirement of By-Laws Section 5.5.1, and (2) approve the first and final reading of BOR Policy 7:6 – Technology Purchases as shown in Attachment I.

SOUTH DAKOTA BOARD OF REGENTS

Policy Manual

SUBJECT: Technology Purchases

NUMBER: 7:6

A. PURPOSE

To document the necessary approval for technology purchases.

B. DEFINITIONS

None

C. POLICY

1. System StandardsPreamble

In order to ensure compliance with Information Technology standards adopted by the Board of Regents and to take advantage of the opportunity for cost savings and operational efficiencies through system-standards and system-wide purchases, technology purchases of equipment and software must adhere to established standards.

2. Technology Standards

~~2.1.A.~~ The system will identify appropriate standards where necessary working with the appropriate councils to review options and adopt standards. Institutions are required to adhere to the standard when purchasing technology systems, equipment or software.

3. Networking Equipment and Software

~~3.1.A.~~ Purchases related to networking and security system purchases which have been adopted as standards for the system may be purchased according to normal purchase policies.

~~3.2.B.~~ Where a standard has not been established for networking equipment or related software, the institutions may proceed with purchases as long as the cost is less than ~~\$25,000~~ \$50,000 per item.

4. Administrative Software Purchases

~~4.1.A.~~ All administrative software purchases that supplement or enhance the functions of the standardized systems, including but not limited to the student or finance systems, must be reviewed by the appropriate councils and the technology council before a purchase can be made.

~~4.2.B.~~ Administrative software systems that cost more than ~~\$25,000-\$50,000~~ per annum should be reviewed by the appropriate councils and the technology council before a purchase can be made.

5. Instructional Software Purchases

~~5.1.A.~~ All software purchases that supplement or enhance the functions of the standardized systems, including the student learning system, must be reviewed by the appropriate councils and the technology council before a purchase can be made.

~~B.~~ ~~Any campus-wide license for use by students or faculty should be reviewed by the appropriate council and the technology council to determine if a standard should be established or if the campus may move forward with a purchase.~~

~~5.2.C.~~ Software purchases for individual departments or faculty should be reviewed and approved by the campus CIO.

6. Instructional Equipment

~~6.1.A.~~ Classroom equipment must be compatible with the established network standards and equipment and is the responsibility of the local CIO.

7. Research Technology

~~7.1.A.~~ Researchers, research offices, and campus Chief Information Officers must strive for open communications in proposing and implementing new research technology and software on the campuses.

~~7.2.B.~~ Research technology and or software bought through grants or through sponsored research needs to follow local purchasing approvals and be reviewed by the campus CIO to determine if the items are compatible with the technology infrastructure.

~~7.3.C.~~ When grant proposals require new technologies or equipment that is not compatible with the current technology infrastructure, the CIO and researcher will agree on how the research and technology will be supported, and if necessary, how the costs will be covered by the grant.

~~D-7.4.~~ The institutions may require final approval of all research technology equipment included in grant proposals, and the final authority is the president or his/her designee.

8. Purchase Approvals

8.1.A. An exception can be made to this policy if a purchase is approved by the system networking and security administrator, the ~~director of Regents Information Systems~~BOR chief information officer or the system vice president of finance and administration.

FORMS / APPENDICES:

None

SOURCE:

BOR, December 2010; _____.