# CLASSROOM INSTRUCTIONAL TECHNOLOGY BASELINE STANDARDS
## 07.200.04

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| **Source of Authority:** | UNC System Office Policy Manual, Chapter 1400 "Information Technology" International Organization for Standardization ISO/IEC 27002 |
| **Responsible Office:** | Information Technology Services |

## I. Purpose

There is a high demand for access to high-end audiovisual equipment, media production support and specialized technical assistance as faculty members integrate instructional technology into their classrooms. Thus, the need for a comprehensive and consistent way to provide access to specialized and networked audiovisual equipment is critical.

The Classroom Technology Assistance Plan (CTAP) was established to create and implement baseline standards for classroom instructional technology. Audiovisual equipment in rooms designated as belonging to CTAP are purchased and maintained in a lifecycle model by ITS through recurring state funds. ITS shall maintain ownership of this equipment and will allocate these resources.

## II. Policy

### A. Baseline Standards

Employing baseline standards for instructional technology is an effective resource management tool. Standardization enables the university to leverage bulk equipment purchases and installation agreements for substantial cost savings, reduces the number of equipment variations, reduces maintenance and repair turn-around, and creates consistency and therefore ease of use for faculty in instructional planning and actual operation of equipment.

These standards apply to all instructional spaces that require technology. This is irrespective of their direct inclusion in the funding model for the CTAP program.

### B. Classroom Technology Assistance Plan Room Listing

Expansion of CTAP can only occur if appropriate resources are committed to the plan at the time of expansion (including, but not limited to lifecycle funding and support personnel). The CTAP coordinator in ITS will maintain the list identifying spaces designated as part of CTAP.

C.  **Program Maintenance/Sustainability**

1.  ITS will be responsible for maintenance of technology purchased through CTAP. Once identified as a classroom under CTAP, available resources will provide repair or replacement of program equipment under the lifecycle program. Any and all equipment outside of the baseline standard are the responsibility of the asset owner, both with regard to original purchase as well as lifecycle budgeting.

2.  In order to sustain a high level of quality, ITS conducts reviews of the baseline standards relative to new technologies and innovations that have come to market. If a perceived demand for technical performance warrants research of a new technology, ITS will conduct an analysis and may recommend amendments of baseline standards as necessary.

3.  The baseline standards and the listing of classrooms are available from ITS upon request.