Clarendon College
System Information Technology Services (CLARENDON COLLEGE-IT)
Technology Acquisition Oversight Statement:

PURPOSE:
Clarendon College mandates review and oversight of all information technology resource-related acquisitions. This includes, but is not limited to, computing and networking hardware, software, peripherals, classroom technology, video development, 2-way radios, phones, TVs, security equipment, copiers, fax machines, and various cloud or online services (including electronic subscriptions), regardless of the source of funds and method or location of use. Clarendon College designates the College designated Vice President of Information Technology and their designee to oversee these acquisitions and/or gifts.

SCOPE:
All information technology resource-related acquisitions and gifts must be reviewed by the Clarendon College Information Technology Services Department, and approval must be received before formally submitting a request for acquisition or acceptance of the gift.

POLICY:
Clarendon College-IT and the IT Governance Committee will jointly review acquisitions as necessary to ensure compatibility with existing technology, sustainability, and consistency with campus direction and mission.

DEFINITION:
IT Governance Committee: A group that oversees an organization's IT strategy, systems, financing, and risk management. The committee's role is to ensure the organization's IT investments align with its goals. A committee consisting of the President, Vice President of Academic Affairs, and the Vice President of Information Technology.

Related Policies, References and Attachments:
An index of approved Clarendon College-IT policies can be found on the Clarendon College Information Technology Services Policies website at
https://www.clarendoncollege.edu/information-technology. The Policy Compliance Document contains reference materials, legal compliance guidelines, and policy enforcement. The Clarendon College Information Security Program and Clarendon College Information Security User Guide are also available on the Information Technology Services Policies website.

The Clarendon College Board of Regents approved this policy on March 27, 2025, version 1.2. This policy was reviewed by Will Thompson, Vice President of IT, on February 18, 2025.