



Physical Resources and Technical Infrastructure Plan	Plans
	Effective Date: July 1, 2019
	Review Date: September 24, 2019

Purpose

This plan is to evaluate the adequacy and improvement of all physical facilities and technology infrastructure at the College. The plan encompasses activities associated with planning, and financing the physical facilities and technology infrastructure. The College does not currently offer distance education.

College Administration, Risk Management, information systems, technology enhanced instruction and Maintenance/Custodial Departments are responsible for establishing procedures for the efficient operation and maintenance of buildings, equipment, and technology infrastructure.

Information Systems and Technology Enhanced Instruction

The Information Technology Manager provides direction and ongoing analysis and planning of the technology infrastructure, directing decisions for changes, upgrades, and new projects to facilitate the changing needs of the College.

Safety Committee

The Safety Committee is a group of administrators, faculty and/or other staff, equal in authority, appointed to provide consultation, discussion and recommendations/solutions relating to the ongoing operation and maintenance of Dixie Tech's physical facilities.

Work Order System

Employees may submit a maintenance request through the Employee Resources link on the College's website. Maintenance requests include: alterations, repairs, or improvements for the physical facility. Requests are then prioritized and resolved using the budgeted funds of the affected department.

Capital Improvement/Development and larger requests are submitted through the Capital Improvement Request process with the Utah State Department of Facilities and Capital Management (DFCM). Capital Improvement funds are intended to take care of existing building and existing infrastructure.

Risk Management Self-inspection Survey Report

In order to be aware of each facility's needs, a Risk Management Self-Inspection Survey Report Form is completed on an annual basis. The self-inspection survey process begins in November and is completed by May of the following year. Administration and Maintenance personnel prioritize needs/problems presented as a result of this report and Operation and Maintenance budgeted funds may be used, or Capital Improvement Order Request may be submitted to DFCM.

Technology Infrastructure

The Information Technology (IT) Department ensures that technology and instructional information management systems are integrated; provide ongoing analysis and planning of Network operations; and make decisions for changes, upgrades, and new projects necessary to operate and maintain the internal technology infrastructure.

Internet and infrastructure backbone connectivity is provided by the Utah Education and Telehealth Network (UETN) data network, is maintained by the UETN, and is contracted throughout the state. The IS team maintains a Disaster Recovery Plan and Procedures to recover from disasters affecting its production operations.

Networking Services

The UETN provides and maintains the wide area broadband; Internet access; network support and security monitoring; and broadcast. The UETN network infrastructure carries high speed data and real-time applications, including video to communities throughout the state. Network staff research, design, build, monitor, and contract with multiple Utah service providers across the state. The UETN network support personnel continuously tracks, reports, and manages Internet, data, and video traffic for the College. The UETN network security detects attacks on the network, identifies miscreant tools and trends, and mitigates infrastructure vulnerabilities. The College employs competent Information Systems personnel that provide ongoing analysis, planning, maintenance, and security of the LAN/WAN operations.