

UC Santa Barbara
Policies

Policy 5503

Issuing Unit: Administrative Services

Date: May 1, 1978

UCSB CAMPUS CABLE SYSTEMS

I. REFERENCES:

None.

II. POLICY:

Buildings on the Santa Barbara campus are interconnected with several distinct systems of underground cables. These systems include telephone, fire alarm, computer, control, audio, and television. This policy assigns responsibilities for all systems except telephone and the multi-channel radio frequency cable television system.

A. Campus Departments:

Cables or equipment that need to be installed within an existing structure or building provide service to a specific user. The using department is responsible for:

1. Projecting its needs for cable facilities.
2. Obtaining administrative approval of expenditure of funds as well as the program changes which require additional cable facilities.
3. Providing or securing the funds for installation of the cable facilities within an existing building or structure, as well as funds for cost estimating by Facilities Management.
4. Requesting through Facilities Management, new internal cable facilities. The request will include the type of service required, location within the building, services to which terminal devices and new cables are to be connected, and any other information which will assist in estimating costs, planning, or facilitating the installation.
5. Notifying Facilities Management when existing cable facilities are no longer needed, making them available for use by another department.

B. Facilities Management:

1. Existing Facilities. For cable facilities already in place, Facilities Management is responsible for:
 - a. Documenting, in consultation with agencies which have dedicated facilities (e.g., Computer Center, Learning Resources, Control Systems), the assignment of cable pairs within buildings and between buildings.

- b. Inspecting and maintaining all cables, as well as securing funding for ongoing preventive maintenance and the correction of deficiencies.
 - c. Designing and altering/installing any cable facilities. All work within the cable system shall be done under the control of Facilities Management. No other agency or department may make any arrangements for alterations without the express approval of Facilities Management.
2. New Facilities or Additional Uses. For all proposed changes to the cable system, both inter- and intra-building, Facilities Management, in consultation with other campus departments, is responsible for processing all requests for service to:
- a. Determine whether existing facilities are available to meet the requirement, and if so, assign existing facilities to satisfy the requirement.
 - b. Consult as necessary with the Communications Network Committee and other campus departments such as the Computer Center and Learning Resources to determine information on the type of cable, number of pairs, terminal board requirements (if any), location, identification of cables to which new cables will be connected, and any other information which will assist in facilitating the installation.
 - c. Estimate costs of making changes or of installing the new facilities, as well as the costs for maintaining the facilities.
 - d. Forward requests for proposed changes to the cable system, together with cost estimates and a recommendation, to the Communications Network Committee
- C. Communications Network Committee:

The Communications Network Committee (a subcommittee of the Physical Planning Committee) is responsible for reviewing and recommending to the Vice Chancellor, Administrative Services, approval/denial of requests received through Facilities Management.

For questions or comments regarding the format of the above information, please contact webcontact@ucsbuxa.ucsb.edu.

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