

Los Angeles City College Administrative Services "How To" Book	Information Technology Department	IV H-3
How Do I Know Who Manages the College Network?		

A. How Do I Know

How do I know who manages the college network?

1. The College Network Management is the responsibility of the College Information Technology staff or Authorized Technical Staff (ATS) assigned the responsibility for a specific network. All network maintenance, including configuration changes to desktop systems, is to be made solely by the Authorized Technical Staff (ATS). Contractors are not allowed to make system modifications, even to the workstations issued to them by the District. Any of the following activities are considered a modification to the system (but not limited to):
 - a. Patching a system's network drop to a new location.
 - b. Using a system's devices to boot-up using an alternate operating system.
 - c. Removing a system's case or cover.
 - d. Installing any software package, including downloading from the Internet.

2. Hardware management is restricted in order to ensure that warranties are not inadvertently voided and that security precautions are not circumvented. Software installation is restricted in order to ensure that the College remains in compliance with software licensing laws. This requirement also ensures that proper support for software can be provided by the ATS and that software incompatibilities are avoided. Major changes in network infrastructure must be communicated to the District Office Data Communications Specialist to ensure that connectivity, compatibility and security are maintained within the District network LAN/WAN. Ref: http://www.laccd.edu/admin_reqs/ **Administrative Regulations B-28.**