

Wiring Standards Practices
Network and Communication Services Department
University of Utah
Approved by ITEC
January 2000

1.0 Wiring Standards Publication

The University of Utah Design Standards and Recommendations for Communications Wiring Systems document, which has been reviewed and approved for technical content by the NTAC committee, provides a guideline for standard wiring practices at the University of Utah.

The Communications Wiring Systems document appears in two places. The document appears as Chapter 10 of the Campus Architectural and Engineering Design Guide, maintained by Campus Design and Construction. The Wiring Systems document also appears, in its entirety, on the web page of the Network and Communication Services (NetCom) department.

2.0 Wiring Practices and Policies

What is not covered in the Wiring Systems document are the various policy issues encompassing structured wiring on the University of Utah campus. Historically, these issues have included:

- Stewardship and security of communication spaces, for both on-campus and off-campus structures.
- Purchasing recommendations for technology and hardware specific to cabling infrastructure.
- Selection of wiring contractor.
- Requests for variances to the wiring standard: requests for either *above standard* or *sub standard* services.

In an effort to reduce the ambiguity surrounding wiring and wiring standards, the following policy statements are presented to the ITC/ITEC for review, comment, and conclusion.

2.1 General Guidelines

Any structure, owned or leased by the University of Utah that requires the installation of new communication cabling, and/or is required to be connected to the University of Utah's network, is subject to the policies contained herein. Any cabling infrastructure, including but not limited to cable, jacks, patch panels and cross connects that are purchased with institutional funds are the property of the institution. The University of Utah designates the Network and Communication Services (NetCom) department with the responsibility of installing and maintaining cabling infrastructure on university owned and leased spaces. The Network and Communication Services department will be required to provide published service level agreements that will be reviewed by NTAC and monitored by NetCom's management team.

2.2 Communication Spaces

Communications spaces, as defined in the Wiring Standards Guidelines publication, are the core of the campus network. Communication spaces provide a secure point of connection for copper, fiber optic or other technologies from various points, both within and outside of the building. Communication spaces also host various pieces of electronics that provide connectivity between the campus backbone and the individual departmental LANs. Due to the critical nature of the services located in campus communication spaces, it is essential that these spaces be managed with extreme caution.

2.2.1 Security

Communication spaces will be equipped with either a Network and Communication Services master key or a card swipe module to control access in and out of all communication spaces. The access list for either method will be controlled by the Network and Communication Services Department.

2.2.2 Allocation of Space

Space within all communication areas will be allocated first as per the University's mission, and secondly to departmental requests in the order of receipt. Costs associated with space management and HVAC will be shared as required.

2.2.3 Co-Location

In the event it becomes necessary to co-locate communication spaces with other building services, Network and Communication Services will negotiate in a cooperative manner with those departments or individuals that require co-location. In any event, Network and Communication Services will have unlimited access to spaces that serve as either Main Distribution Frame (MDF) or Intermediate Distribution Frame (IDF) spaces.

2.3 *Selection of Technology and Hardware*

It will be the responsibility of the Network and Communication Services Department to determine the most effective technology for cabling infrastructure. This includes but is not limited to copper and fiber optic cabling, jacks and faceplates, patch panels, and protectors. Network and Communication Services will utilize the NTAC to assist in the reevaluation of technology and hardware as required to remain current with communication standards.

2.4 *Approved Installation Contractor*

In an effort to maintain a consistent structured wiring system throughout campus, the Network and Communication Services Department is the only entity on campus authorized to install new communication cabling. This includes cabling both inside and between buildings. The Network and Communication Services Department may elect to contract specific projects to pre-approved outside contractors, but these contractors will be selected and monitored by the Network and Communication Services Department to ensure that approved cabling practices are followed.

2.5 *Request for Variance*

The Wiring Standards publication is intended to address standard installation practices. While these standards are carefully monitored to ensure that the hardware and practices are technologically current, it is possible that some applications may require special consideration. To that end, any department requesting a non-standard installation of cabling infrastructure, including transitional wiring (wiring in older buildings that do not currently have structured cabling systems) should follow the procedures listed below:

Step One - A written explanation of the requested variance should be submitted to the Network and Communication Services Engineering Department for review. If the request can be accommodated at that level, no additional steps will be required. The Network and Communication Services Engineering department will complete their review and report on the request within fifteen (15) days of receipt.

Step Two - If engineering staff of Network and Communication Services is unable to accommodate the request, or if the requestor is not satisfied with the response from Network and Communication Services, the request will be forwarded to the NTAC for consideration and response. If the request can be accommodated at that level, no additional steps will be required. NTAC will complete their review and report within one (1) month and ten (10) days of the date the request was first presented to NTAC for review.

Step Three - If NTAC is unable to provide an adequate resolution to the request, or if the issue is one of policy rather than technology, the written request, along with any other documentation that has been accumulated throughout the process will be forwarded to the ITEC for review and final disposition. ITEC will complete their review and report within one (1) month and ten (10) days of the date the request was first presented to ITEC for review.