Operating Policy and Procedure

**OP 52.06: Project Management Practices**

**DATE:** October 16, 2017

**PURPOSE:** The purpose of this Operating Policy/Procedure (OP) is to establish institution-wide project management practices for all information resources projects.

**REVIEW:** This OP will be reviewed in November of even-numbered years by the IT Policy and Planning Officer and IT Project Manager who will recommend substantive revisions to the TTU Chief Information Officer (CIO) by December 15.

**POLICY/PROCEDURE**

1. Texas Administrative Code Chapter 216 requires that the university initiate, approve and publish a methodology that communicates an institution-wide approach for project management practices.*

2. Information resources projects at the university will be registered with and managed in accordance with TTU IT Division’s Project Management Office. Additional information for industry project management practices may be found at:

   a. The IT Project Management Practices Guide ([http://www.depts.ttu.edu/infotech/pmguide.pdf](http://www.depts.ttu.edu/infotech/pmguide.pdf)), which is the result of collaborative work by the CIOs of the Texas Tech System institutions and contains a repeatable, institution-wide approach for the management of information resources projects. All information resources projects at the university shall utilize this guide in all aspects of its management.

   b. The Texas Project Delivery Framework ([http://www.dir.state.tx.us/management/projectdelivery/projectframework/Pages/Framework.aspx](http://www.dir.state.tx.us/management/projectdelivery/projectframework/Pages/Framework.aspx)), which may also be used to manage major information resources projects or major contracts at the university. Per Texas Government Code Chapter 2054, major contracts or major information resources projects must utilize the Texas Project Delivery Framework. “Major contracts” means a contract that has a value of at least $1 million.† “Major information resources project” generally means an information resources technology project that exceeds $1 million in cost and requires a year or longer to complete.‡

3. The TTU CIO has final authority on all TTU IT-related issues, including exceptions to existing IT policies.

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* Mandated by Texas Administrative Code §216.20
† Defined by Texas Government Code §2262.001(4)
‡ Defined by Texas Government Code §2054.003(10)
4. **Right to Change Policy**

Texas Tech University reserves the right to interpret, change, modify, amend, or rescind this policy, in whole or in part, at any time without the consent of employees or students.