



**Campus Administrative Policy**

**Policy Title: Centralized Content Management System IT Cabinet Policy**

Policy Number: 5008      Functional Area: Information Technology

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Effective: September 21, 2015

Date Last Reviewed: March 1, 2019

Date Scheduled for Review: July 1, 2026

Supersedes: N/A

Approved by: IT Cabinet (See Note 1 Below)

Prepared by: Information Strategy and Services

Reviewing Office: Information Strategy and Services

Responsible Officer: N/A

Applies to: CU Anschutz

CU Denver

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**A. Introduction**

A content management system (CMS) is a computer application that allows creation, modification, and maintenance of content from a central interface. Such systems of content management provide procedures to manage workflow in a collaborative environment. CMS's, as identified in this policy, are used to run websites containing a number of different functions including web-based publishing, format management, revision control (version control), indexing, search, retrieval, blogs, and news. The Information Strategy and Services' University Web Services Team currently operates the University's centralized CMS in support of many thousands of web pages.

## **B. Policy Statement**

The University of Colorado Denver | Anschutz shall leverage a single, centralized, Content Management System (CMS) for all Internet-facing, web-based publishing. This CMS shall be selected, procured, implemented, and managed by Information Strategy and Services (ISS). The CMS selection shall consider school, college, and departmental needs to ensure the identified functional requirements of academic and research programs can be met. For those requirements that cannot be met by the centralized CMS, ISS will work with the related School/College/Program to provide alternate technologies to meet these specific needs. In the event that a requirement is identified that ISS cannot meet, the school, college, or department may submit a formal request to the CU Denver | Anschutz CITO for consideration by the IT Cabinet to allow the need to be addressed outside of ISS.

### **Notes**

1. Dates of official enactment and amendments:  
IT Cabinet: Both Chancellors, Provost, Both CFOs  
September 21, 2015: Adopted by CU Denver Chancellor  
March 1, 2019: Reviewed
2. History:  
January 18, 2019: Modified to reflect a Campus-wide effort to recast and revitalize Campus policy sites into a standardized and more coherent set of chaptered policy statements organized around the several operational divisions of the university. Article links, format, and University branding updated by the Provost's office.  
March 1, 2019: Reviewed, still valid, no changes.  
March 2026: Updated campus and office naming.
3. Initial Policy Effective Date: September 21, 2015
4. Cross References/Appendix: N/A