Computer Lifecycle Replacement Plan:

Scope

The degree to which technology is available and supported to our faculty and staff is vital to the success of the Schools mission. It is also essential for the efficient and effective operation of the School. For information technology to remain useful and relevant, it must be updated on a regular basis. It is a School policy that certain computers be replaced every four years and this policy applies to the entire School.

Policy Statement

Every staff and faculty position that is approved and funded at halftime or greater is automatically provided a computer. Lifecycle Computers are purchased with a four-year warranty and will be replaced at the end of that warranty period. This cycle occurs irrespective of turnover in the position except if the position is no longer approved and/or funded at the end of the warranty period. In this case, the existing computer will be removed and a replacement will not be provided. At such time as the position is once again approved and funded, it will be treated as a new position and provided with a computer. All computers provided under this program are provided by and remain the property of the School.

Procedures

Each fiscal year, the IT Division will designate a standard model of computers to be provided under this program for that fiscal year. The selection will take into account three primary factors: (1) new technology available from Carolina Computing Initiative; (2) the availability of funding; and (3) expected future changes of technology. In addition, the computer will come with a standard software build. The standard model(s) with the standard software build will be used for new positions as well as for any replacements that occur during that fiscal year.

The incumbent or supervisor of a position that is due for replacement under this program will be notified in advance and will be requested to provide a computer choice from the provided list as well as a list of software, in addition to the standard software build, they require. A security evaluation will also be made to determine if there are special security measures that need to be taken.

If a department has a need for a computer other than what is provided under the Computer Lifecycle Replacement Plan they will need to coordinate that with IT Division and funding identified.