

PERSONAL COMPUTING POLICY

Compatible Desktop Configuration

December 2005

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TNS –POL – 004

Policy Statement

The purpose of this policy is to establish a base standard for the minimum hardware configuration for Windows/Intel based desktop workstations to operate at Southern University Baton Rouge. All new compatible desktop PC's and workstation subsequent to December 2005 are required to support the universities desktop software standards and should adhere to the minimum hardware configuration as defined in this standard.

Purpose:

This policy is applicable to all Southern University students, faculty and staff who use desktop PC's and workstations that are connected to the University's network. This includes all University and non-University owned workstations including personally owned machines. It is the responsibility of every person who uses university computing resources to read and abide by these policies.

Approved Minimum Standards:

- 2.8 GHZ Intel Pentium 4 (or equivalent)
- 512 MB - 1 GB RAM
- 40 GB Hard Drive
- 15-20" Flat Panel Monitor supporting 1024x768 resolution
- 10/100/1000 Based Ethernet
- CDRW/DVD ROM
- 64 MB Video RAM
- Windows XP Professional and Above

This standard is intended to be a technical specification only and does not address specific products, vendors, or manufacturers.

Guidelines/Technical Considerations:

This hardware configuration is intended to establish the recommended minimum configuration for Intel compatible desktop workstations. All Intel compatible desktop purchases should adhere to this minimum hardware configuration or equivalent.

PC replacement should be based upon a four year equipment life cycle for mainstream PC's. Departments may be required to document age of equipment being replaced. (Note: Even if the computer is purchased by Technology Network Services it is the individual department's responsibility to maintain the documented age of the computer.) Departments should give consideration to a separate life cycle for monitors since monitors may have a longer life cycle, as compared to the CPU.

Departments should make reasonable efforts to secure discounts for bulk purchases, with the goals being significant savings, configurations that exceed the stated minimum requirements, or both. Bulk purchased should be planned in advance and communicated to Technology & Network Services to provide the opportunity to aggregate agency purchases to share the benefit.

Departments should check with the Office of Technology & Network Services and the Office of State Purchasing Brand Name Contracts for the current promotional items with associated discounts. Any questions regarding the promotional discounts available to state agencies should be directed Technology & Network Services and the Office of State Purchasing.

Compliance and Enforcement:

All systems are subject to audit by the Information Security Officer or the designee. Designated system administrators and/or system owners must cooperate with the Information Security Officer during the audit process.

Workstations not conforming to this policy will be disconnected from the Southern University wired or wireless network. Workstations that have been removed from the University's network will not be allowed to reconnect to the network until it can demonstrate that they conform to this policy.

Definitions:

Workstation

For purposes of this policy, a workstation is defined as a computer either stand alone or on a network that may request and use a service or services provided by another system entity. Laptops are defined as workstations and are included in this definition.

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