IUNW IT-02

Extended Life Computer Program

Scope

This policy is specific to the Indiana University Northwest campus and it applies to the entire campus.

Rationale

Departments should have available to them low-cost desktop computers for those situations where a Lifecycle Computer cannot be provided and the purchase of a departmentally funded computer cannot be justified. These computers, known as Extended Life Computers, will be used in the conduct of campus business and in fulfillment of the campus mission and, as such, should be fully-support by the Information Technology Department.

Policy Statement

Extended Life Computers may be leased by any department at the rate of $100 per twelve-month period, billed to the department at the beginning of each twelve-month period. The Information Technology department will provide the same support for an Extended Life Computer as it does for a Lifecycle Computer. The priority for allocating Extended Life Computers shall be:

1. To replace existing departmentally funded computers that are older than 5 years and are currently used for:

    a. Adjuncts and located in adjunct offices
    b. Student kiosks in administrative areas
    c. Part time staff

2. To provide departments with computers for the same above uses (i.e. where there is no existing computer)
3. To support special office peripherals, such as specialty printers or other office equipment.

Extended Life PCs are not intended:

1. For off campus use
2. To provide a second desktop computer for an individual
3. To create a group of computers for student academic use as in a lab

Requests for Extended Life PCs that fall outside the above criteria may be considered with input from the campus Technology Council. All requests are contingent upon availability of resources to meet the demand.

Procedures

Lifecycle Computers have a three-year warranty. When a Lifecycle Computer reaches the end of its warranty period, it is removed from service and can be reclassified as an Extended Life Computer.

Requests from an account manager for Extended Life Computers are made to the IU Northwest Information Technology Department. Assuming an Extended Life Computer is available, a standard software build will be installed. The account designated by the account manager will be billed $100 and any appropriate network charges for the first twelve-month period. The lease will automatically renew and the same account will be charged $100 at the beginning of each successive twelve month period, continuing until such time as the account manager notifies the Information Technology Department that the lease should be terminated.

The account manager may terminate the lease at any time. Once the lease is terminated the Extended Life Computer will be removed from service. All future billing will be stopped; however, amounts already billed will not be reimbursed.

If at any time during the lease period, an Extended Life Computer experiences a hardware failure, becomes unsuitable for its intended purpose or for some other reason can no longer be securely or reasonably supported, the Information Technology Department will, at its discretion, upgrade it, repair it, or replace it with a newer Extended Life Computer. This will be done with no additional charge beyond the lease payment described above. In addition, Extended Life Computers will be replaced with newer Extended Life Computers no less frequently than at the end of every third billing cycle (36 months) and may be replaced sooner at the discretion of the Information Technology Department.

Definitions

Lifecycle Computer is a designation used to refer to any computer purchased under a lifecycle replacement program that has not yet reached the end of its 3 year warranty period.

The **Standard Software Build** is the software deemed necessary for the computer to be useful and relevant and shall consist of, at minimum, an operating system and office-type programs. The Standard Software Build will change from time to time as new software and /or new versions of software become available to Indiana University through its contracts with software vendors. It may also vary slightly between different model computers.

Extended Life Computer is a designation used to refer to any computer originally purchased under a lifecycle replacement program that has reached the end of its warranty period and has been leased by a department under the Extended Life Computer Program.

Related Policies, Laws and Documents

Policy History: