

**TITLE:** Allocation and Use of Information Technology Resources

**ORIGINATOR:** Chief Information Officer

**APPROVAL DATE:** February 3, 2023

**EFFECTIVE DATE:** February 3, 2023

**PURPOSE:** To provide a policy for the allocation and use of information technology resources that are clearly stated and consistent with the University's stated purpose and goals.

**REVIEWER:** Campus Technology Advisory Council

**REVIEW DATE:** Fall 2025 and every 3 years thereafter

**OPERATING DETAILS:**

The following principles shall guide the allocation of information technology resources on the campus of Mississippi University for Women. Each of these principles shall be considered when allocating resources related to information technology, including technology support services, on the campus. Faculty and department heads should have input regarding allocation of these resources.

Highest priority in the allocation of resources shall be given to technologies required for campus infrastructure and enterprise systems. Infrastructure is defined as all the network wiring, the routers; switches, servers, and all the backbone components. Enterprise systems are defined as software applications that have cross-organizational capabilities such as Banner, Learning management system, document management and other similar large-scale applications. Providing a reliable and robust infrastructure and stable enterprise systems are essential to our university's ability to meet its goals. Plans will be formulated to ensure that emerging technologies will not overwhelm our information throughput capabilities.

Reflecting the University's emphasis on teaching, the second priority in the allocation of resources shall be given to providing computing resources for instructional purposes. Students must be given access to the level of technology that will make them technologically competent to enter the workforce upon graduation from MUW. To achieve this goal the hardware and software made available in student classrooms and laboratories throughout the University must be technologically equivalent or superior to that being used in the typical workplace. Faculty should be given access to tools and technologies for instruction to be effective in their discipline. Every effort will be made to maintain this level of quality and technological sophistication. The University is committed to the assurance of student, faculty and staff access, including access by individuals with disabilities. A PC Replacement Plan has been formulated by Information Technology Services to ensure that resources exist to assure regular replacement of the equipment. Periodic review of the Replacement Plan will be done, with input from the Campus Technology Advisory Council, to maintain technological sophistication as well as equipment reliability.

Third priority in the allocation of resources shall be given to faculty and/or staff members engaged in scholarly research that attracts external grant funding. Plans will be formulated, with the Campus Technology Advisory Council input, to ensure that resources exist to replace hardware and software as required to ensure that these faculty members are not at risk of losing their ability to access information resources due to lack of technological capacity.

Fourth priority in the allocation of information technology resources shall be given to faculty and staff access to computing resources for purposes other than instruction or scholarly research that attracts external funding. In order to serve the university community appropriately faculty and staff must have access to information resources.

Whenever resources (hardware or software) are replaced, utilizing principles 1 through 4 above, those resources will be redistributed (cascaded) within the University to those activities where those resources can still be utilized in an effective manner. Whenever resources become so obsolete that they cannot be utilized effectively within the University, they will be disposed of in accordance with State law.