THE CALIFORNIA MARITIME ACADEMY

POLICY NO. 208.8

ISSUE DATE: March 13, 1997 REVISION DATE: February 7, 2000	POLICY: Hardware Maintenance
REFERENCE:	
APPROVED: /s/ Jerry A. Aspland	

I.   Policy Statement

In order to maximize its information technology investment, it is the policy of the California Maritime Academy that all information technology hardware purchased be consistent with hardware defined in the Academy's Information Technology Strategic Plan.

These standards will be designed to ensure that hardware purchased will be compatible with the Academy's network and application software.

See Policy 208.3, *Strategic Planning*

II.   Principles

The California Maritime Academy (the Academy) has a limited number of personnel available in its information technology area. With this in mind, the Academy has chosen to limit the number of hardware platforms it supports. This allows the Academy to develop greater central expertise in these hardware platforms and allows the Academy to provide better service to the user community.

III.   Deployment

The Academy will define hardware standards during its Information Technology strategic planning process. After definition of these hardware standards, the Information Technology Department will develop lists of vendors that meet these standards.

Purchasing will direct all requests for computer hardware to the Information Technology Department who will review the purchase and ensure it conforms to the standards of the Academy.

IV.   Technical Architecture

V.   Monitoring

As part of the inventory/fixed asset process, the Information Technology Department (in conjunction with the Purchasing Department) will conduct inventories of all computer

hardware at the Academy. Department heads will be responsible for computer hardware that is not in compliance with the Academy's hardware standards.

VI.   Documentation Requirements

Computer hardware standards will be documented and circulated by the Information Technology Department,

VII.   Other References

Information Technology Strategic Planning, Policy 208.3