

Standardized Computer Purchases

BENEFITS OF STANDARDIZATION

Standardization is a cost-effective decision for the campus. These standards will assist the institution in allowing us to negotiate volume purchases. Vendors associated with this standard can provide technical roadmaps for their products, allowing the technical teams to make informed decisions regarding future purchases. This assists decision-makers with establishing a long-term replacement policy.

Through standardization, Wichita State University can control warranty and recall issues, and reduce network and application compatibility issues. Vendor-supplied training and certifications can accelerate knowledge of the products as well as best practices regarding diagnostic and repair solutions. Support costs and downtimes are significantly reduced in that the technical teams do not require training for multiple products and these support areas are spared the need to overstock inventory for various vendors.

PURCHASES

All computers, devices, and printers purchased by departments must be approved through Information Technology Services and Purchasing and adhere to University's procurement criteria. Computer purchases made outside of these policies and standards, without proper approval, risk rejection of payment or reimbursement.

Wichita State University has standardized on Dell, HP and Apple products. All computer purchases must be through the State of Kansas approved State Contract vendors and conform to the standard set by Information Technology Services.

- Desktop Systems
 - Dell* OptiPlex 3000 Series and above (Desktop/All In One)– General Office Use, Design Applications, Research Applications
 - Dell* Precision – Research/Simulation/Statistics, etc.
 - HP Elite and ProDesk 800 Series above- General Office Use, Design Applications, Research Applications
 - Apple** iMac - General Office Use, Design Applications, Research Applications
 - Apple** Mac Mini – Specialty use
- Laptop Systems
 - Dell* Latitude 5000 Series and above- General Office Use, Design Applications, Research Applications
 - Dell* XPS – Specialty applications for Multi-media
 - HP ProBook 600 and EliteBook 800 Series and above- General Office Use, Design Applications, Research Applications
 - Apple** MacBook Air - General Office Use, Design Applications, Research Applications
 - Apple** MacBook Pro - General Office Use, Design Applications, Research Applications

*All Dell models of Inspiron are “Not Recommended” for institutional use.

** Apple products may not be compatible with university enterprise systems or applications and may incur addition expense.

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EXCEPTIONS

Exceptions are allowed for research/statistical/analytical analysis. These exceptions require:

- An explanation of a specific model or alternative from any of the qualified supplier(s) and/or standard models
- Approval of Information Technology Services and Purchasing
- Purchased through State Contract vendors.

OTHER DEVICES

Tablets or any other computer devices still require the approval of Information Technology Services and Purchasing.

PRINTERS

Every effort should be made to avoid using desktop or local attached printers. Smaller printers have a much higher cost per page. Instead, departments should utilize shared, network office printers. Wichita State University has standardized on Hewlett-Packard printers. All WSU Standardized models are acceptable for use. This standard does not include the large multi-function copier/printers as they are dictated by contract through the Office of Purchasing.

OWNERSHIP

All devices and equipment purchased or reimbursed with university funds are property of the University until disposed of through the procedure noted in the Policies and Procedures instructions.

INVENTORY

Due to State Legislative Post Audit standards, ITS is responsible on inventory of any electronic university owned devices that store data (Computers, tablets, printers)