Administrative Computing Center

Division for Technology and Information Systems

Administrative Computing Center

The models currently used on campus and are serviceable by the University Computer Center staff are:

All other models need specific approval and a written maintenance agreement from the vendor or technical support for University network compliance. Contact John Benjamin [1] (x7028) to obtain approval prior to purchasing or submitting a purchase order to the on-line university purchasing system. All computer purchases must have maintenance log and purchase agreement on file in the Administrative Computer Center upon delivery.

Computer Specifications

The following **minimum features** must be included in any personal computer purchased using University funds (including state, federal and University funding of any kind):

- 2.33 GHz Intel-compatible processor (Core 2 Duo).
- 4 GB of Ram
- 80 GB HD
- DirectX 9.0-Capable Graphic Processor, with 256MB graphics memory.
- 19-inch Flat Panel Monitor
- 3 ½ Floppy Drive
- 16x DVD +/- RW Drive
- 101 key Qwerty keyboard
- Microsoft compatible mouse
- Windows XP Service Pack 3 software

OPTIONAL

- Internal modem (usually ordered for machines not connected to campus fiber network: **special permission is required**)

Printer Specifications

The models currently used on campus and are serviceable by the University Computer center staff are:

All other models need specific approval and a written maintenance agreement from the

vendor for technical support for University network compliance. Contact John Benjamin [1] or the Administrative Computer Center (x7028) prior to purchasing or submitting a purchase order to the on-line University purchasing system. The following minimum features must be included in any computer printer purchased using University funds (including state, federal and University funding of any kind):

- 10 base-T network card for network access
- 600 DPI
- Support for TCP/IP and AIX 4.x
- HP (Hewlett Packard) emulation
- 64k memory

New Staff and Faculty Members

Do you need a new computer account to log into Banner? If so, then you need to print and sign the following forms and bring them to the Administrative Computing Center in Grossley Hall.

- Banner Access Request Form [2]
- Policy for Responsible Computing [3]
- Information Security Policy for all University Faculty [4]

- SCT Banner Home Page [5]
- ActionWeb User's Guide

Network Switch Specifications and Acquisition Policy

Our Campus Network is standardized on the Cisco Catalyst 2950.3500,4500 Series and the Cisco Catalyst 6500 enterprise family of products. These are the only authorized switches which may be used on campus. Additional data equipment will be evaluated on a as needed basis, but must be a Cisco device, no exceptions. In addition to the above, Cisco switches need to be configured into the network core such that traffic flows can be managed in an orderly manner. As a result of the above, the planning for grant or administrative budgetary purposes, and acquisition of Cisco switching technology must be reviewed and approved by Network Operations [6](x7063, 7008)

The following lists those workgroup switches and switch accessories authorized for purchase for use on the DSU GSVN:		
Part Number	**Description**	**Usage**
WS-3560	Cisco 24/48 Port enterprise switch	End station connectivity
WS-4500	Cisco 48/96 Port enterprise switch	End station connectivity
WS-2950	Cisco 24/48 Port enterprise switch	End station connectivity
WS-3550	Cisco Bandwidth aggregator	Connects several switches
WS-6500	Core network equipment	Connects buildings and floors

Feasibility Study and Planning

Regardless of any order or plan to order Cisco switching technology, and planning or implementation of such must be studied and reviewed by qualified and authorized DSU Information Technology personnel. DSU IT staff is available to assist you in this process. DSU network engineers can assist you in your planning in many ways, to include:

- Analysis and projected performance modeling of proposed Cisco switched solution relative to your planned application
- Physical and logical connectivity planning such as fiber optics, wire centers, classroom wiring, etc.
- Power and safety requirements
- Network security issues
- Other issues which may impact your planned application and/or the DSU GSVN

Physical Security Issues

Any switch installed on campus must be installed in a secure manner either within a secure data room. All environmental issues must be addressed (air condition, heating, ventilation, security) prior to installation of the data equipment. This is necessary in order to ensure not only physical security of the technology, but also the security of your data which will transverse the campus network. Network operations will have 24/7 access to the data closet (IDF) at all times. It is recommended a badge reader be installed at the location to monitor and track access.

Installation and Maintenance

The installation of all Cisco network switches must be managed by DSU IT staff as it relates to your project. Manufacturer's extended maintenance (SmartNet) must be paid for as part of this acquisition for the first three years of operation.

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Links:
[1] mailto:jbenjamin@desu.edu
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