

# INSTRUMENTATION COMPUTERS

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**Overview:**

Often included as part of a purchase with research hardware are computers which drive the operation of that instrumentation (HPLC, Gas Chromatographs, Microscopes, etc). In many cases, these computers “hold together” those high dollar investments. These computers are also not easily updated, upgraded, or replaced without substantial financial impact of obtaining expensive software or instrumentation hardware. While the college will not seek to replace these machines as part of a regular refresh cycle, CFAES Information Technology Services (CFAES ITS) must continue to secure these machines.

**If the device meets these criteria:**

- Used primarily to run or support an instrument,
- Not used routinely for “end-user” tasks such as email, internet searches, Word, etc., and
- Connected to an instrument network, rather than an end-user network, or needs no connectivity at all

**Then, the device:**

- Will be counted for quarterly billing to CFAES units/departments, as an “additional device for an employee”. The charge will be equal to the “IT Support” amount (\$377.81 in FY20). The charge will not include the “Device Choice” amount.
- Will not be refreshed as part of the Managed IT Services agreement
- Will have its initial cost charged directly to the unit/department
- Will be refreshed as needed, at the cost of the unit/department, according to the determination of the CFAES ITS team, based on security and support needs
- Will be supported primarily by the CFAES ITS team, though other IT team members will contribute as needed
- Will be procured by contacting the IT Service Desk

**Process for designation as an Instrumentation Computer:**

- For currently operating computers, the CFAES ITS team will review the inventory list and designate devices, in consultation with the OCIO. If a department/unit believes a current device that is not designated as an Instrumentation Computer should be considered one, they should contact the IT Service Desk.
- For future purchases, a department/unit needing a new or replacement Instrumentation Computer will contact the IT Service Desk. The CFAES ITS team shall determine whether a particular device meets the criteria for the designation.

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