

RICE UNIVERSITY

DAVID W. LEEBRON
PRESIDENT

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Dear Rice Community,

Information technology (IT) represents one of the fastest growing areas of investment for Rice University. During the past two years, the vice provost for information technology and the Information Technology Advisory Committee have been studying and testing various ways to support the growth of Rice's IT infrastructure in a cost effective manner, including testing various devices, identifying standard hardware specifications that will support most user requirements, and implementing a regular review process to update those standards.

The result is a set of mandatory core standards for desktops and laptops that are available through negotiated agreements with Dell and Apple. Like all complex organizations, the university has a wide array of requirements for technology for desktop and laptop computers, and the standards apply to typical office machines and not to specialized uses for research. These standards include price, performance, life-cycle supportability and warranties.

Controlling costs while ensuring our ability to deliver high quality services to the campus community will require a shift in the way hardware is purchased, deployed and maintained. For the past 18 months, Rice has successfully tested the new standards with various groups on campus. We are not alone in this effort. Most peer universities have implemented standards for desktops and laptops to control escalating costs and to manage the total cost of ownership while enhancing the IT Department's ability to maintain hardware.

In addition to the new standards for laptop and desktop hardware, the procurement process will now be mandatory for the campus. Offices and departments are now required to purchase laptops and desktops under the established standards and purchasing method. There is an exception process for specialized needs that requires approval from vice provost for information technology or his designee.

In addition, currently Rice has site licenses in place (e.g., Windows, Microsoft Office) that help reduce laptop and desktop software costs. Please contact IT divisional representatives about other software that is available for campus use.

Laptops and desktops that meet the new standards are available for purchase at: <http://purchasing.rice.edu/computers>. The process itself is simple: With just a few clicks the IT Department receives your request and will respond with a confirmation or a consultation with an IT professional.

To learn more about the program, visit the [Frequently Asked Questions \(FAQs\)](#) by clicking on [Rice University Computer Standards Program FAQs](#).



David W. Leebron
President