

## 8.5 Allocation of Information Technology Equipment

Policy Tracking	Date
Approved	October 1, 2002
Revised	
Reviewed	

- I. The information technology equipment budget will be prepared in conjunction with the preparation and submission of the annual budget as outlined in [Procedure 5.2](#).
- II. Technology needs will be assembled from inputs from individual division budget requests, President's Council priorities, and NCCCS initiatives.
- III. The President, in consultation with the Vice President for General Administration and CIO, will establish priorities for information and instructional technology.
- IV. The same process will direct replacement and reallocation priorities for information technology equipment.
- V. Information technology equipment that is unable to be upgraded to run software currently being used at the college and equipment not cost effective to repair is disposed of as surplus property under [Procedure 5.7.1 Sale, Trade and Disposal of Inventoried Assets \(including High Risk\)](#).