

HAYWOOD COMMUNITY COLLEGE	INFORMATION TECHNOLOGY PRIORITY USE OF COMPUTER RESOURCES	Procedure 7.1.4
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The Director of IT/Network Administrator has the authority, in conjunction with other college leadership and the IT staff, to set priority usage of available prime computer resources. Reporting deadlines, registration days, payroll, end of year reporting, and all other functions will be taken into consideration when a need arises for priority usage. Needs of users, what is realistically affordable, and a balance of services provided will all be taken into consideration.

Realizing that there will be downtime with any system, every effort will be made to insure downtimes will be scheduled during low periods of usage. In the event that a major shut-down occurs, reciprocal arrangements will be made with sister institutions for use of their systems. Records should be kept by the system administrator to insure adequate profile of usage is available for evaluation purposes when determining downtime or other priority usage.

Adopted: 03-24-2017