



UNIVERSITY
of ARKANSAS
AT PINE BLUFF
—1873—

Computer Password Policy

PURPOSE

The Technical Services is responsible for implementing network and computer-related services and resources affecting the University of Arkansas at Pine Bluff's campus. Therefore, to reduce computer-related problems and network downtime caused by nonstandard devices, no department other than Technical Services can install network or computer service on the University of Arkansas Pine Bluff's network.

PROCEDURES

- Only specified **standard computer systems** installation on the campus network to ensure all computers function properly on UAPB's network. The Technical Services employees have the expertise and experience to resolve problems that may arise with these computers.
- UAPB does not provide centralized funding for the purchase of computers; each department is responsible for purchasing computers for its employees.

Supported Operating Systems

- Windows 10 or higher

STANDARD COMPUTER SYSTEM

To ensure that UAPB receives the best price on computers compatible with the UAPB infrastructure that the Technical Services' staff can efficiently support, UAPB Procurement Department requires approval by the Director of Technical Services for all computer acquisitions.

Standardization is key for any efficient support organization. It is not possible to support hardware from all vendors. It is especially important at UAPB, where Technical Services must set up, maintain, repair, and support all computers for the entire campus.

Why Standardize?

By ordering from the state contract with select vendors (Dell, Apple, and Hewlett Packard), UAPB benefits from the lower cost for purchasing via the state contract negotiated educational prices. The computers purchased are business-class systems. The business rank of computers are more reliable, supportable and come with a 3 to 5-year warranty. Inexpensive, nonstandardized computers may seem like the better deal, but eventually, it costs more in the long run. It becomes costly to the university as it decreases the efficiency of the Technical Services staff and the clients they support.

Computer standardization makes it possible for Technical Services to quickly answer your questions and fix any problems that may arise. The standardization ensures you receive efficient support when you experience problems, allowing you to return to work as quickly as possible. Standardization of hardware allows Technical Services to familiarize themselves with select computers. The staff can request direct vendor support much more efficiently to help us better serve the UAPB campus. With a limited number of staff members, standardization is a major advantage in ensuring we provide the UAPB campus with the most reliable service.

SUPPORTED COMPUTERS

Computer models fall under limited support when parts for them are no longer available from the vendor. The end of life for computers occurs five years after the Dell and Hewlett-Packard manufacturing cycle ends.

- **Desktops support all Dell and HP models**
- **Laptops support all Dell and HP models**

SYSTEM PASSWORDS PROTECTION

Policy

UAPB system accounts and passwords are the property of the University of Arkansas at Pine Bluff. No one shall disclose a University of Arkansas at Pine Bluff system password that has been assigned to them.

Clarifications

Accounts are assigned to specific individuals to grant access to services and information that can be sensitive or confidential. Account information may not be shared with anyone else. Disclosure of passwords can allow someone access to systems or information for which they are not authorized. If you believe your password has been compromised, change it immediately. If you need assistance, contact Technical Services at 575-4773.

Enforcement

Violations of this policy will result in disciplinary action, up to and including termination of employment.

Unauthorized disclosure of passwords is also a violation of Arkansas state law as set forth in the [Arkansas Code Annotated §5-41-206](#).

§5-41-206. Computer password disclosure.

- (a) A person commits computer password disclosure if the person purposely and without authorization discloses a number, code, password, or other means of access to a computer or computer network that is subsequently used to access a computer or computer network.
- (b) Computer password disclosure is a:
 - (1) Class A misdemeanor; or
 - (2) Class D felony if the violation of subsection (a) of this section was committed to devise or execute a scheme to defraud or illegally obtain property.

Revised: 8/22/2023