

Kansas Administrative Regulations

Department of Administration

Article 31.—Computer Services—General

1-31-3. Definitions.

When used in these administrative regulations, the following words and phrases shall have the meaning indicated: (a) "DCS" refers to and means the division of computer services of the department of administration.

(b) "Central processing of data by computer," "data processing services," and "central processing computer functions." These phrases refer to and mean performance or the capability to perform the complete range of data processing machine services normally provided by a data processing facility and include, in addition, systems design and programming services, furnishing of services to remote electronic terminals, data entry services, maintenance of tape and disk libraries, and maintenance of a library of computer programs for both generalized and special use.

(c) "Facility" or "data processing facility" means the resources available to the division of computer services and includes all the services specified in the preceding paragraph.

(d) "Data" and "data to be processed" as used in K.S.A. 1976 Supp. 75-4703(c) and (d) includes, in addition to data files and data transactions submitted either electronically or physically (e.g., cards, tape, or disk packs), the following: (1) Computer programs submitted to the division of computer services for compilation, assembly, test, and implementation into the production schedule.

(2) Files maintained for user agencies within the data processing facility as well as the data used in updating, correcting, or otherwise manipulating such files.

(3) Files maintained for user agencies which are interrelated by the use of indexing schemes and which can be accessed, updated and otherwise manipulated by the use of a "data base management system," either from terminals ("on-line") or in a batch operation may be defined as "data base" files.

(e) The phrase "determination of priorities for such services performed" as used in K.S.A. 1976 Supp. 75-4703(b) shall include but not be limited to schedules and the scheduling of facility production.

(f) The phrase "including authority to decline new projects under specified conditions" as it appears in K.S.A. 1976 Supp. 75-4703(b) means and refers to conditions that may arise when the demand for new or expanded computer services exceeds the capacity of DCS to provide these services. During these periods, and for such length of time as is required to increase the productive capability of the DCS facilities, the director may request users to defer the development of new computer applications or major revisions to existing applications that require additional facility resources. Upon a showing by the user agency that such deferral would adversely affect the state's interest, the director may exercise the option described in 1-31-2(d) to utilize other state computer resources, or may authorize the user agency to obtain contractual data processing services as provided in 1-31-2(c).

(g) "Schedules" and "scheduling of facility production" refer to the planning for use of facility resources on a time of day, day of month, or other time-related basis to provide users with reports and output data at times specified by the user.

(h) Prior approval of the director of computer services for the lease, purchase, or contract for any automatic data processing machinery, specified in K.S.A. 1976 Supp. 75-4706, shall include prior consultation with the director or his or her authorized designee for the proposed lease, purchase or contract for any systems design or programming services. Prior approval of the director or his or her authorized designee is required for the proposed rental or lease/purchase of (1) any automatic data processing programs or programming systems, or, (2) any computer data processing services to be furnished by a commercial data processing services bureau or a board of regents institution. (Ref. 1-31-2(c), above.)

(i) The phrase "central processing units of a computer" as used in K.S.A. 1976 Supp. 75-4705(b) shall be interpreted to refer to configurations of data processing equipment that provide a capability to meet the total data processing requirements of a state agency. The phrase does not include those devices variously identified as "intelligent

terminals," "mini" or "micro" computers whose function is limited to specialized activities ancillary to or supporting to a large scale computer facility.

(j) "Software" means and refers to computer programs. Software includes application programs (payroll, engineering calculations, etc.) generally written by user personnel to meet a specific user need; utility programs which perform functions commonly needed by all users (copying, printing, punching, etc.); operating system programs which control the internal activities of the computer; and proprietary programs which are purchased or leased and which perform certain specialized functions such as data base management, telecommunications management, program library management, or sorting.

(Authorized by K.S.A. 75-3706 and 75-4703; effective, E-74-4, Nov. 2, 1973; effective May 1, 1975; amended May 1, 1978.)

***** Authenticated Kansas Administrative Regulation *****