The University of North Texas at Dallas Policy Manual	Chapter 14.000
14.002 Internet Use	**Information Technology**

Policy Statement. It is the policy of the University of North Texas at Dallas to manage the University's information resources as strategic assets of the State of Texas. The University supports and encourages Internet and Intranet use for the benefit of all users of information resources. This policy addresses expected standards for the University Internet/Intranet usage.

Application of Policy. This policy applies to all University Users.

Definitions

1. Information Resources. "Information Resources" mean the procedures, equipment, and software that are designed, employed, operated, and maintained to collect, record, process, store, retrieve, display, and transmit information or data and administered both centrally and within individual departments, on-campus and remotely, on a mainframe and network servers, and for use by single and multiple users.

2. Internet. "Internet" means a global system interconnecting computers and computer networks. The computers and networks are owned separately by a host of organizations, government agencies, companies, and colleges.

3. Intranet. "Intranet" means a private network that is used for communications and sharing of information that, like the Internet, but is accessible only to authorized users within an organization. An organization's Intranet is usually protected from external access by a firewall or other special device that limits access to privileged users.

4. World Wide Web. "World Wide Web" means a system of computers that support documents formatted in HTML (Hypertext Markup Language) which contains links to other documents (hyperlinks) and to audio, video, and graphic images. Users can access the Web with special applications called browsers.

5. University Users. "University Users" mean all faculty, staff, students, contractors, volunteers, and individuals that maintain a business relationship with University and that makes use of University's Internet/Intranet. Information resources may also be included in this category.

Procedures and Responsibilities.

1. **Internet Access**.

    1.01.   Software for browsing the Internet is provided to authorized users for University business and research use only.

    1.02.   All software used to access the Internet must be part of the University standard software suite or approved by the Director of Information Technology. This software must incorporate all vendor provided security patches.

    1.03.   All software used to access the Internet shall be configured to use the firewall http proxy.

            Responsible Party: All University Users

2. **Internet Activities.**

    2.01.   All files downloaded from the Internet must be scanned for viruses using the approved software suite and current virus detection software.

    2.02.   Accessing, viewing, downloading, uploading, transmitting, printing, copying, posting, or sharing any material (i.e., visual, textual, or auditory entity) that violates University policy is strictly prohibited.

    2.03.   Non-business related purchases made over the Internet are prohibited. Business related purchases are subject to the University's procurement policies.

    2.04.   Supervisors shall work with employees to determine the appropriateness of using the Internet for professional activities and career development.

            Responsible Party: All University Users/Supervisors

3. **Internet Content**.
    Content on all University Web sites must comply with the University's Acceptable Use Policy.

            Responsible Party: All University Users

References and Cross-references.

Texas Government Code § 2054 – Information Resources

Texas Administrative Code, Chapter 202, Subchapter C and Department of Information Resources, Policy and Standards for Protecting Information Resources for Texas

University of North Texas at Dallas Information Resources Acceptable Use Policy and Information Resources Privacy Policy

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