

**PRAIRIE VIEW A&M UNIVERSITY
UNIVERSITY ADMINISTRATIVE PROCEDURE**

29.01.03.P0.15 Information Resources – Authorized Software

Approved (May 26, 2009)

Next Scheduled Review (May- 2012)

1. PURPOSE

- 1.1 Authorized software, also called licensed software, is any software that is acceptable for use within the University. Software licensed for use at Prairie View A&M University has end-user license agreements, which protect intellectual assets and inform faculty, staff, and students of their rights and responsibilities under existing intellectual property laws. This procedure is intended to inform University computer users of the rules for authorized software on University information resources.
- 1.2 This University Administrative Procedure (UAP) applies to all University information resources. The purpose of this procedure is to provide a set of measures that will mitigate information security risks associated with Authorized Software. The intended audience is users of University information resources.

2. DEFINITIONS

- 2.1 Information Resources (IR) - the procedures, equipment, and software that are designed, employed, operated, and maintained to collect, record, process, store, retrieve, display, and transmit information or data.
- 2.2 Software - A computer program, which provides the instructions, which enable the computer hardware to work. System software, such as Windows or Mac OS, operate the machine itself, and applications software, such as spreadsheet or word processing programs, provide specific functionality.
- 2.3 Information Resource Owner - an entity responsible for:
 - 2.3.1 a business function; and,
 - 2.3.2 determining controls and access to information resources supporting that business function.

3. PROCEDURES AND RESPONSIBILITIES

- 3.1 System Regulation 21.99.10, Use of Licensed Commercial Software guides the procedures for appropriate use of authorized software for all University users of University information resources.

Contact Office: Information Security Officer; 936-261-2126