UAP Purpose

The purpose of this University Administrative Procedure (UAP) is to manage all information resources projects using project management practices that conform to the criteria outlined in Texas Administrative Code 216 Project Management Practices.

Definitions

**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.

**Project** - an initiative that provides information resources technologies and creates products, services, or results within or among elements of a state agency; and is characterized by well-defined parameters, specific objectives, common benefits, planned activities, a scheduled completion date, and an established budget with a specified source of funding.

**Project Management Practices** - documented and repeatable activities through which a state agency applies knowledge, skills, tools, and techniques to satisfy project activity requirements.

**Standard** - a definition, format, or specification that has been approved by a recognized, formal, national and international standards organization or is accepted as a de facto standard by the industry.

Official Procedures and Responsibilities

1. **GENERAL**
   
   1.1 As an institution of higher education, PVAMU must create, publish, and adhere to an institution-wide UAP, based on industry standards, for information resources project management practices.

2. **APPLICABILITY**
   
   2.1 This UAP applies to all PVAMU information resources. The intended audience for this UAP includes, but is not limited to, all users of PVAMU information resources.

3. **PROCEDURES**
3.1 Information technology projects must utilize project management practices promoted by the nationally recognized Project Management Institute (PMI) and in accordance with Texas Administrative Code 216.21 Project Management Practices.

3.2 Projects that meet the state’s definition of a major information technology project will be reported to the state in accordance with Texas Administrative Code 216 Project Management Practices.

Related Statutes, Policies, Regulations and Rules

- System Policy 29.01 Information Resources
- System Regulation 29.01.03 Electronic Information Services Access and Security
- Texas Administrative Code 216 Project Management Practices

Contact Office

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