UAP Purpose

Authorized software, also called licensed software, is any software that is acceptable for use within Prairie View A&M University (PVAMU). Software licensed for use at PVAMU 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 University Administrative Procedure (UAP) is intended to inform PVAMU computer users of the rules for authorized software on PVAMU information resources.

This UAP applies to all PVAMU information resources. In addition, this procedure is intended to provide a set of measures that will mitigate information security risks associated with authorized software. The intended audience is users of PVAMU information resources.

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.

**Software** - a computer program which provides the instructions that enable the computer hardware to work. System software, such as Windows or Mac OS, operates the machine itself, and applications software, such as spreadsheet or word processing programs, provide specific functionality.

**Information Resource Owner** - an entity responsible for a business function or for determining controls and access to information resources supporting that business function.

Official Procedures and Responsibilities

1. CONTROLS AND RESPONSIBILITIES

   1.1 System Regulation 29.01.02 Use of Licensed Commercial Software guides the procedures for appropriate use of authorized software for all users of PVAMU information resources.

   1.2 Users of PVAMU information resources will comply with all laws regarding intellectual property. Further, installation and operation of certain non-business
software, even if freeware or properly licensed, can result in poor performance of legitimate business software.

1.3 PVAMU is legally bound to comply with the Federal Copyright Act Title 17 of the U.S. Code and all proprietary software license agreements. Non-compliance can expose the University and the responsible user(s) to civil and/or criminal penalties.

1.4 This directive applies to all software that is owned by, licensed to, or developed using PVAMU resources by employees or non-employee users of PVAMU information resources.

1.5 The assessment of potential risks and the application of appropriate mitigation measures are to be determined by the department heads and their identified information security administrators. In accordance with Texas Administrative Code 202.75 Information Resources Security Standards, each department and/or resource owner may elect not to implement some or all of the risk mitigation measures provided in this UAP based on documented information security risk management decisions and business functions. Such risk management decisions must be documented in writing and submitted to and approved by the Information Security Officer (ISO). The ISO will retain this documentation on file until the following annual review.

Related Statutes, Policies, Regulations and Rules

Title 17 of the U.S. Code Copyright Law

Texas Administrative Code 202.75 Information Resources Security Safeguards

System Regulation 29.01.02 Use of Licensed Commercial Software

Contact Office

Office of Information Resources Management 936-261-9350