Procedure Statement

Under the provisions of the Information Resources Management Act, information resources are strategic assets of the State of Texas that must be managed as valuable state resources. Tarleton State University (Tarleton) has developed rules and procedures that address acceptable use of information resources.

Reason for Procedure

This SAP provides a set of measures that will mitigate information security risks associated with acceptable use of university information resources. There may be other or additional measures that will provide appropriate mitigation of the risks. The assessment of potential risks and the application of appropriate mitigation measures will be determined by the information resource owner or their designee.

Procedures and Responsibilities

1. APPLICABILITY - This SAP applies to all university information resources.

2. The information resource owner or designee (e.g. custodian, user) is responsible for ensuring that the risk mitigation measures described in this SAP are implemented. In accordance with Texas Administrative Code 202 - Information Security Standards, an information resource owner may elect not to implement some or all of the risk mitigation measures provided in this SAP based on information security risk management decisions and business functions. Such risk management decisions must be documented and reported to the designated Information Security Officer (ISO).

3. The rules and procedures for determining acceptable use of university information resources are addressed as follows:
Tarleton Rule 29.01.99.T1, Information Resources
Standard Operating Procedure, Account Management
Standard Operating Procedure, Administrator/Special Access
Standard Operating Procedure, Backup Recovery
Standard Operating Procedure, Electronic Information Resources Complaints
Standard Operating Procedure, Email Use
Standard Operating Procedure, Incidental Computer Use
Standard Operating Procedure, Intrusion Detection
Standard Operating Procedure, Malicious Code
Standard Operating Procedure, Network Configuration
Standard Operating Procedure, Network/Wireless Access
Standard Operating Procedure, Password Authentication
Standard Operating Procedure, Physical Access
Standard Operating Procedure, Portable Computing
Standard Operating Procedure, Privacy
Standard Operating Procedure, Security Awareness and Training
Standard Operating Procedure, Security Monitoring
Standard Operating Procedure, Security of Electronic Resources
Standard Operating Procedure, Server Hardening
Standard Operating Procedure, Use of Peer-to-Peer Sharing Software
Standard Operating Procedure, Vendor Access
Standard Operating Procedure, Web Accessibility

Related Statues, Policies, or Requirements

Texas Administrative Code 202 - Information Security Standards
Tarleton Rule 29.01.99.T1, 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.

Information Security Officer (ISO): responsible for administering the information security functions within Tarleton and reports to the information resources manager (IRM).
Contact Office

Information Technology Services
Executive Director and CIO of Information Technology Services
254.968.9395