

# SAP 29.01.03.T0.01 Information Resources – Acceptable Use



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## Procedure Statement

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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.

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## Reason for Procedure

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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.

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## Procedures and Responsibilities

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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](#)  
[Account Management](#)  
[Administrator/Special Access](#)  
[Backup Recovery](#)  
[Electronic Information Resources Complaints](#)  
[Email Use](#)  
[Incidental Computer Use](#)  
[Intrusion Detection](#)  
[Malicious Code](#)  
[Network Configuration](#)  
[Network/Wireless Access](#)  
[Password Authentication](#)  
[Physical Access](#)  
[Portable Computing](#)  
[Privacy](#)  
[Security Awareness and Training](#)  
[Security Monitoring](#)  
[Security of Electronic Resources](#)  
[Server Hardening](#)  
[Use of Peer-to-Peer Sharing Software](#)  
[Vendor Access](#)  
[Web Accessibility](#)

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## **Related Statues, Policies, or Requirements**

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[Texas Administrative Code 202 - Information Security Standards](#)  
[Tarleton Rule 29.01.99.T1, Information Resources](#)

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## **Definitions**

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**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).

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## **Contact Office**

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