



TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

Operating Policy and Procedure

HSC OP: 56.01, Acceptable Use of Information Technology Resources

PURPOSE: The purpose of this Operating Policy (OP) is to define the acceptable use of all Texas Tech Health Sciences Center (TTUHSC) computers, information and information systems. This policy outlines general compliance instructions and communicates acceptable and non-acceptable activities for which institutional information and information systems can be utilized.

REVIEW: This OP will be reviewed annually in July by the Vice President of Information Technology and Chief Information Officer (CIO), the Assistant Vice President of Information Security and Information Security Officer (ISO), and the Assistant Vice President of Technology Services.

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7. Data Storage

a. Establishing Third-Party Networks

Users must not establish any third-party information storage network that will handle TTUHSC information (e.g., electronic bulletin boards, blogs, cloud storage) without the approval of the IT Division.

8. Internal Systems

a. Eradicating Computer Viruses

Any user who suspects their machine has been infected by a virus or malicious software must immediately contact the ITSC. Attempts must not be made to eradicate the virus without assistance from the IT Division.

b. Trusted Software Scanning

Users must not use any externally-provided software from a person or organization other than a TTUHSC-known and trusted supplier, unless the software has been scanned for malicious code and approved by the IT Division.

c. Material That Violates Law or University Policy

Users must comply with federal and state laws and university policies. Please refer to

TTUHSC OP [51.02 Non-Discrimination and Anti-Harassment Policy and Complaint Procedure](#) and



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Document Details

Approval and Ownership

Approved By

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