

# Information Technology Policy Inventory

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## Board of Regents policies

Board of Regents policies comprise a relatively stable set of policies that govern Montana University System activities. This inventory organizes Board of Regents policies in two categories:

- IT-specific policies with numbers in the 1300s
- Policies that are not IT-specific but have implications for IT operations

## Board of Regents IT-specific policies – 1300 range

BOR 1300.1 Security of data and information technology resource

BOR 1302 Privacy, security and monitoring

BOR 1303.1 User responsibilities – employees

BOR 1303.2 Internet services – employees

BOR 1303.3 Electronic mail – employee

BOR 1304.1 User responsibilities – students

BOR 1304.2 Internet services – students

BOR 1304.3 Electronic mail – students

BOR 1305.1 User responsibilities – patrons

BOR 1306 Logging on and off computer resources

BOR 1307 Internet reporting

BOR 1308 Disposal of computer storage devices

## Board of Regents policies with IT implications

BOR 203.6 Prohibition against conducting board business via electronic mail

BOR 303.7 Distributed learning

BOR 401.3 Copyright policy

BOR 406 Ownership of electronic course material

BOR 901.1 Renewal and/or replacement of equipment in recharge centers

BOR 920.1 IT and telecommunication equipment and contracts; purchase or procurement

BOR 940.23 Computer fee

BOR 1901.1 Unauthorized copying and use of computer software

BOR 1909 Competition with the private sector

## University of Montana policies

University of Montana IT policies are limited and in flux. This inventory organizes UM policies in four categories:

- Official UM IT policies with numbers in the 500s
- UM policies that are not IT-specific, but have implications for IT operations
- UM IT policies approved in principle/under editorial review
- IT-specific policies that are in development or envisioned

## UM IT-specific policies – 500 range

UM 501 Domain names

UM 502 Port splitters and mini hubs  
UM 503 Student web space  
UM 504 Web servers  
UM 505 Web standards (includes accessibility)

### **UM policies with IT implications**

UM 201.1 Building construction, renovation, repair, remodeling and maintenance  
UM 202.6 Emergency Response  
UM 307 Electronic communication devices and services  
UM 706 Health Insurance Portability and Accountability Act (HIPAA)

### **UM IT policies approved in principle/under editorial review**

UM TBD Establishing and implementing Information Technology policies and standards (pending final editing)  
UM TBD Email capture, archival and retrieval  
UM TBD Email  
UM TDB IT Purchase of network equipment (pending final editing)

### **UM IT policies under consideration**

UM Mass electronic communication  
UM Wireless access  
UM General IT Security  
UM Accounts and Passwords (Identity Management)  
UM Network Monitoring and Reporting  
UM Data Security  
UM Workstation, portable computer and PDA security  
UM Minimum security standards for systems and servers  
UM Protecting sensitive digital research data

## **Departmental operational practices**

Departmental operational practices are not official policy, but documents that outline departmental service expectations and processes by entities on campus. This inventory organizes operational practices in two categories:

- Central IT operational practices
- Other units' operational practices that have an impact on a broad group of stakeholders

### **IT organization operational practices**

IT Computer lab policies  
IT Audio visual equipment rental  
IT PC support  
IT Mac support  
IT Use of UM-Missoula telephone system  
IT Student computer fee expenditure approval process

### **Other units' operational practices with IT implications**

Library Library patrons rights and responsibilities  
Library Copyright guidelines for reserve materials collection  
Library Faculty web policy  
Registrar Use of high-tech classrooms