

Memo To: All UH-Downtown/PS Holders
From: Dr. Loren J. Blanchard, President

UH-Downtown/PS 08.A.02
Issue No. 6
Effective date: 09/17/2021
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Subject: Information Technology Policies, Procedures, Standards, and Plans

1. PURPOSE

The purpose of this PS is to establish the process by which policies and procedures governing the use of UHD's Information Technology resources are developed, published, enforced, and reviewed.

2. DEFINITIONS

There are no definitions associated with this policy.

3. POLICY

3.1 The Chief Information Officer, acting in consultation with all appropriate user constituencies, including Academic leadership and the Academic Technology Committee, shall develop and periodically review the following policies, procedures, standards, and plans:

- 3.1.1 A policy for establishing project priorities as described in [PS 08.A.01](#)
- 3.1.2 Procedures for controlling access to Information Technology facilities by all user groups as denoted in [PS 08.A.05](#)
- 3.1.3 Security and access policies and procedures for hardware and software as specified in [PS 08.A.04](#)
- 3.1.4 Procedures for recommending university software and hardware standards and establishing an approved technology list, [Software and Hardware Standards](#).
- 3.1.5 Procedures and standards for the application development environment, [System Development Life Cycle & Project Management for IT Development Projects](#).
- 3.1.6 A business continuity plan and disaster recovery procedures, [UHD Information Technology Business Continuity and Disaster Recovery Procedures](#)
- 3.1.7 University Information Technology strategic and operating plans.

- 3.2 The Chief Information Officer is responsible for publishing and enforcing the policies and procedures developed under 3.1 above.
- 3.3 Objections to the policies and/or procedures developed under 3.1 above must be made to the Chief Information Officer. If those objections cannot be resolved by the Chief Information Officer, they will be referred to the appropriate University vice president(s) for resolution.

4. PROCEDURES

There are no procedures associated with this policy.

5. REVIEW PROCESS

Responsible Party: (Reviewer): Chief Information Officer

Review: Every three years on or before May 1st.

Signed original on file in the Office of Human Resources.

6. POLICY HISTORY

Issue #1: 01/15/82

Issue #2: 12/15/87

Issue #3: 03/23/94

Issue #4: 05/01/10

Issue #5: 03/25/15

7. REFERENCES

[PS 08.A.01](#)

[PS 08.A.04](#)

[PS 08.A.05](#)

[Software and Hardware Standards](#)

[System Development Life Cycle & Project Management for IT Development Projects](#)

[UHD Information Technology Business Continuity and Disaster Recovery Procedures](#)