




### MOBILE APPLICATION IMPLEMENTATION POLICY


RESPONSIBLE ADMINISTRATOR: VICE PROVOST FOR INFORMATION TECHNOLOGY  
 RESPONSIBLE OFFICE(S): OFFICE OF THE VICE PROVOST FOR INFORMATION TECHNOLOGY  
 ORIGINALLY ISSUED: OCTOBER 2015  
 APPROVALS: APPROVED BY:

 10/13/15  
 Lori L. Temple, Vice Provost for Information Technology Date

APPROVED BY:

 10/16/15  
 Nancy B. Rapoport, Executive Vice President & Provost Date

APPROVED BY THE PRESIDENT:

 11-18-15  
 Len Jessup Date

REVISION DATE: N/A

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#### STATEMENT OF PURPOSE

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The purpose of this policy is to:

- Coordinate development and growth of the institution’s mobile technology environment.
- Ensure mobile applications published under the UNLV brand reflect positively on the university.
- Ensure mobile applications meet university security requirements.

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#### ENTITIES AFFECTED BY THIS POLICY

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Entities affected by this policy include individuals planning to develop or procure a mobile application or hire a vendor to assist in the development of a mobile application.

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#### WHO SHOULD READ THIS POLICY

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Individuals planning to develop or procure a mobile application, or hire a vendor to assist in the development of a mobile application, should read this policy.

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## POLICY

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Any campus constituent or unit planning to develop or procure a mobile application, or hire a vendor to assist in the development of a mobile application, must seek formal approval to proceed if the application meets any one of the following criteria:

- Accesses data from or pushes data to a UNLV enterprise system
- Accesses or collects data that is protected by federal or state laws/regulations, or NSHE/UNLV regulations or policies
- Requires infrastructure services managed by UNLV
- Will be branded as a UNLV product which must be done to adhere to both UNLV graphic identity standards and in accordance with the UNLV Licensing Program

Mobile applications must comply with UNLV security policies and procedures.

Refer to the Office of Information Technology's Policies and Procedures web page at <http://oit.unlv.edu/about-oit/policies> for additional information including the procedures for seeking approval and how to request an exception to this policy.

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## RELATED DOCUMENTS

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The UNLV Graphic Identity Standards and Licensing Program  
<https://www.unlv.edu/identity/licensing>

Acceptable Use of Computing and Information Technology Resources Policy  
<http://www.unlv.edu/sites/default/files/24/Provost-AcceptableUse-1-31-14.pdf>

Password Policy  
<http://www.unlv.edu/sites/default/files/24/Password-Policy-final-5-30-2013.pdf>

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## CONTACTS

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Refer to the Office of Information Technology's Policies and Procedures web page at <http://oit.unlv.edu/about-oit/policies> for the procedures associated with this policy and a list of individuals who can answer questions about the policy.

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## DEFINITIONS

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**Mobile application** - A software application designed to be installed and run on mobile devices such as smart phones or tablets.

**Enterprise system** - A large-scale application software package that supports business processes, information flows, reporting, and data analytics in complex organizations. Examples at UNLV include but are not limited to: student information system, human resources system, finance system, learning management system, identity management system, space management

system, etc.

**Infrastructure services** - Information technology services including but not limited to hardware, software, database, and/or cloud systems.