UNLV

OFFICE OF INFORMATION TECHNOLOGY

COMPUTER MANAGEMENT POLICY

RESPONSIBLE ADMINISTRATOR: VICE PROVOST FOR INFORMATION TECHNOLOGY

RESPONSIBLE OFFICE(S): OFFICE OF THE VICE PROVOST FOR INFORMATION TECHNOLOGY

ORIGINALLY ISSUED:

APPROVALS: APPROVED BY:

Lori L. Temple 11/13/12

Lori L. Temple, Vice Provost for Information Technology *Date*

11/14/12

John Valery White, Executive Vice President & Provost *Date*

APPROVED BY THE PRESIDENT:

11/19/12

Neal J. Smatresk *Date*

REVISION DATE: NA

STATEMENT OF PURPOSE

The purpose of this policy is to:

- Facilitate centralized desktop administration.
- Assist with maintaining desktop software licensing compliance.
- Ensure all computers meet minimum security requirements.

ENTITIES AFFECTED BY THIS POLICY

Entities affected by this policy include UNLV employees.

WHO SHOULD READ THIS POLICY

UNLV employees who use a university-issued computer should read this policy.

POLICY

All university-issued computers will be connected to a centralized computer management system.

Refer to the Office of Information Technology's Policies and Procedures web page at https://www.it.unlv.edu/policies for additional information, including how to request an exception to this policy.

RELATED DOCUMENTS

Not applicable.

CONTACTS

Refer to the Office of Information Technology's Policies and Procedures web page at https://www.it.unlv.edu/policies for a list of individuals who can answer questions about the policy.

DEFINITIONS

Centralized computer management - The management of university-owned computers remotely. Automates regular computer support activities such as deploying critical security updates for operating systems and applications; installing software; and tracking inventory for each connected computer.

Computer – Any university-issued desktop or laptop listed as property of UNLV/NSHE on the university inventory list, regardless of whether the desktop or laptop is properly labeled or tagged as such.

Minimum security requirements – Computer system is kept updated to current OIT-approved levels and anti-virus software is installed, active, and using the most current virus definitions.