




OFFICE OF INFORMATION TECHNOLOGY

COMPUTER SECURITY POLICY

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

APPROVED BY:

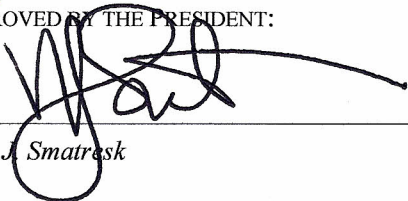


Lori L. Temple, Vice Provost for Information Technology 11/5/12
Date



John Valery White, Executive Vice President & Provost 11/5/12
Date

APPROVED BY THE PRESIDENT:



Neal J. Smatresk 11/6/12
Date

REVISION DATE: NA

STATEMENT OF PURPOSE

The purpose of this policy is to:

- Maintain a safe and secure campus computing environment.
- Meet best practice computer security standards.
- Comply with federal and state regulations.

ENTITIES AFFECTED BY THIS POLICY

Entities affected by this policy include anyone who uses a university-issued computer.

WHO SHOULD READ THIS POLICY

Anyone who uses a university-issued computer should read this policy.

POLICY

A user name and password are required to access all university-issued computers. All university-issued computers must have current antivirus software installed with up-to-date virus definitions. Computer operating systems must be kept updated to current OIT-approved levels. Computers or computer screens must be set to require a password after a period of inactivity.

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 how to request an exception to this policy.

RELATED DOCUMENTS

Nevada System of Higher Education Procedures and Guidelines Manual, Chapter 14: Data and Information Security, Section 4, Information Security Plans – Physical Controls
<http://system.nevada.edu/tasks/sites/Nshe/assets/File/BoardOfRegents/Procedures/P&GM%20CH14%20-%20DATA%20AND%20INFORMATION%20SECURITY.pdf>.

CONTACTS

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

DEFINITIONS

These definitions apply to these terms as they are used in this policy.

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.

Period of inactivity – To be determined by individual units but length of time not to exceed 15 minutes.