I. Title: Protection of Information Resources

II. Policy

A. Information resources are an asset of UT Health San Antonio. As such, all users must act in a manner appropriate to preserve and protect the University’s information resources.

III. Use of Information Resources

A. As a general rule, the personal use of any University asset is prohibited. Use of UT Health San Antonio information resources is intended to support authorized research, instruction, patient care, and administrative support activities. The incidental use of information resources, such as e-mail and the Internet is permissible provided that the use complies with all applicable policies and that use does not result in additional cost to the University. Additional guidance is provided in the Handbook of Operating Procedures (HOP), Section 5.8.10, “Information Resources Acceptable Use and Security Policy”.

IV. Access to Information Resources

A. Access to UT Health San Antonio information resources must be managed to ensure users can access only those resources that are appropriate for their function. In general, UT Health San Antonio network domain accounts provide the technology mechanism to implement this policy requirement. Users must use only those accounts which have been specifically authorized for their use. The negligence or naiveté of another client in revealing an account name and password is not considered authorized use.

B. Users are responsible for all use of their domain accounts. They should make appropriate use of system-provided protection features and take precautions against others obtaining access to their accounts. Additional guidance is provided in the HOP, Section 5.8.4, “Access Management”.