University Policies, Procedures and Guidelines

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University Policies & Procedures

- University Regulations
- University Logos and Style Guidelines
- Web Privacy & Security
University Regulations

Regulations Library (Part Four) - Information Technology
http://www.regulations.utah.edu/it/index.html

- 4-001: Institutional Data Management Policy
- 4-002: Information Resources Policy
- 4-003: World Wide Web Resources Policy
- 4-004: Information Technology Resource Security Policy
- 4-005: Use and Security of Property
- 4-006: Identity Theft Prevention Program

4-003 - World Wide Web Resources Policy

Important information in 4-003 includes:

- Institutional and non-institutional sites & pages
- Auxiliary Enterprises
- Academic Freedom
- Accessibility & ADA Compliance
- Privacy
- Use of University Name, Seal, or Trademarks
- Copyright provisions
- Commercial speech
- Electronic Commerce
- Webmaster Roles and Responsibilities
University Logos and Style Guidelines

University Marketing & Communications
http://www.ucomm.utah.edu/logos/index.html

- Request a logo
- Logo Standards Guide
- PAC-12 Logos
- U Color Palette
- Home Page Banner Guidelines
- Writing Style Guide
- More

Web Security & Privacy

- If hosting sites externally, ensure that the U’s security contract is signed
- Use strong passwords
- Remember parental consent if data is collected from children under 13
- Encrypt sensitive data
- Maintain logs
Web Security & Privacy

- Have websites scanned for vulnerabilities on a routine basis and remediate problems
  - Campus: 1-4000
  - Health Sciences: 1-6000
- Have a checklist for new sites and new pages
- Seek advice and report issues
  - http://www.secureit.utah.edu
  - http://www.privacy.utah.edu