Software Licensing Policy

**Introduction**
End-user license agreements are used by software and other information technology companies to protect their valuable intellectual assets and to advise technology users of their rights and responsibilities under intellectual property and other applicable laws.

1. **Purpose**
The purpose of the Software Licensing Policy is to establish the rules for licensed software use on Texas A&M University-Kingsville Information Resources.

2. **Audience**
The Texas A&M University-Kingsville Software Licensing Policy applies equally to all individuals that use any University Information Resources.

3. **Software Licensing Policy**
   3.1. Texas A&M University-Kingsville has a Microsoft License Agreement that provides a sufficient number of licensed copies of software such that workers can get their work done in an expedient and effective manner. Management must make appropriate arrangements with the involved vendor(s) for additional licensed copies if and when additional copies are needed for business activities.
   3.2. Third party copyrighted information or software, that Texas A&M University-Kingsville does not have specific approval to store and/or use, must not be stored on Texas A&M University-Kingsville systems or networks. Systems administrators will remove such information and software unless the involved users can provide proof of authorization from the rightful owner(s).
   3.3. Third party software in possession of Texas A&M University-Kingsville must not be copied unless such copying is consistent with relevant license agreements and prior management approval of such copying has been obtained, or copies are being made for contingency planning purposes.
   3.4. Violations of this policy must be reported to the IRM. Employees knowing of a violation who do not report that violation are subject to disciplinary actions as described below.

4. **Disciplinary Actions**
Violation of this policy may result in disciplinary action up to and including termination for employees and temporaries; a termination of employment relations in the case of contractors or consultants; dismissal for interns and volunteers; or suspension or expulsion in the case of a student. Additionally, individuals are subject to loss of Texas A&M University-Kingsville Information Resources access privileges, civil, and criminal prosecution.