

<b>Information Resource Security Standard Administrative Procedures</b>	04/01/2004 - Effective
29.01.99.K1.190	04/23/2013 - Revised
<b>Software Licensing Standard Administrative Procedure</b>	iTech - Author

## Software Licensing Procedure

### Introduction

License agreements are used by software and other information technology companies to protect valuable intellectual assets at Texas A&M University- Kingsville (TAMUK) and to advise technology users of their rights and responsibilities under intellectual property and other applicable laws.

### Purpose

The purpose of this procedure is to establish the rules for licensed software use on TAMUK Information Resources.

### Audience

This procedure applies to individuals that use any University Information Resources.

### Software Licensing Procedure

1. The University may provide campus or site-license agreements containing sufficient number of licensed copies of software to facilitate daily operations.
2. Copyrighted information or software, that the University does not have specific approval to store and/or use, must not be stored on University systems or networks.
  - a. System administrators will remove such information and software unless the involved users can provide proof of authorization from the rightful owner(s).
3. Copyrighted information or software in possession of the University must not be copied unless such copying is consistent with relevant license agreements.
4. Violations of this procedure must be reported to the Information Security Officer.

### Disciplinary Actions

Violation of this procedure 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 TAMUK Information Resources access privileges, civil, and criminal prosecution.

### References

1. Copyright Act of 1976
2. Computer Fraud and Abuse Act of 1986
3. Computer Security Act of 1987
4. DIR Practices for Protecting Information Resources Assets
5. DIR Standards Review and Recommendations Publications
6. Foreign Corrupt Practices Act of 1977
7. The Health Insurance Portability and Accountability Act of 1996 (HIPAA)
8. IRM Act, 2054.075(b)
9. The State of Texas Information Act
10. The State of Texas Penal Code, Chapters 33 and 33A

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11. Texas Administrative Code, Chapter 202
12. Texas A&M University-Kingsville Procedure 29.01.03.K1.010
13. Texas A&M University-Kingsville Procedure 29.01.04.K1.010
14. Texas Government Code, Section 441