

# OLD DOMINION UNIVERSITY

## University Policy

Policy #3500

### POLICY ON THE USE OF INFORMATION TECHNOLOGY RESOURCES

Responsible Oversight Executive: Vice President for Administration and Finance  
Date of Current Revision or Creation: May 10, 2022

#### A. PURPOSE

The purpose of this policy is to outline the responsibilities in the use of information technology (IT) resources at Old Dominion University.

#### B. AUTHORITY

[Code of Virginia Section 23-1301, as amended](#) grants authority to the Board of Visitors to make rules and policies concerning the institution. Section 701(a)(6) of the [Board of Visitors Bylaws](#) grants authority to the President to implement the policies and procedures of the Board relating to University operations.

Restructured Higher Education Financial and Administrative Operations Act, [Code of Virginia Section 23.41000 et seq., as amended](#)

#### C. DEFINITIONS

Data- An information asset that represents, but is not limited to, individual data elements, lists, addresses, documents, information. Information Security Officer (ISO) - An employee, appointed by the

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President or designee, who is responsible for developing and managing Old Dominion University's information technology (IT) security program.

Information Technology Resources- Computers, telecommunication equipment, networks, data, automated data processing, databases, the Internet, printing, management information systems,



H. RESPONSIBLE OFFICER

Chief Information Officer

I. RELATED INFORMATION

[University Policy 3003 Detection, Investigation and Reporting of Fraud, Waste and Abuse](#)  
[Information Technology Standard 02.6.0 Remote Access and Virtual Private Networks](#)  
[Information Technology Standard 02.9.0 Mobile Device Management](#)  
[Information Technology Standard 04.1.0 MIDAS Identity Management](#)  
[Information Technology Standard 04.2.0 Account Management](#)  
[Information Technology Standard 05.4.0 Virus & Malicious Code Protection](#)  
[Information Technology Standard 09.1.0 Acceptable Use](#)  
[Information Technology Standard 10.1.0 Disciplinary Action](#)

POLICY HISTORY

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Policy Formulation Committee (PFC) & Responsible Officer Approval to Proceed:

/s/ Rusty Waterfield \_\_\_\_\_ May 5, 2022 \_\_\_\_\_  
Responsible Officer Date

Policy Review Committee (PRC) Approval to Proceed:

/s/ Donna W. Meeks \_\_\_\_\_ April 19, 2022 \_\_\_\_\_  
Chair, Policy Review Committee (PRC) Date

Executive Policy Review Committee (EPRC) Approval to Proceed:

/s/ Chad A. Reed \_\_\_\_\_ May 5, 2022 \_\_\_\_\_  
Responsible Oversight Executive Date

University Counsel Approval to Proceed:

/s/ Allen T. Wilson \_\_\_\_\_ May 9, 2022 \_\_\_\_\_  
University Counsel Date

Presidential Approval:

/s/ Brian O. Hemphill, Ph.D. \_\_\_\_\_ May 10, 2022 \_\_\_\_\_  
President Date

Policy Revision Dates: October 1, 2007; February 21, 2011; March 15, 2017;  
May 10, 2022

Scheduled Review Date: May 10, 2027