

# OIS 33 – Standard for Software Licensing

## I. STANDARD STATEMENT

A software license is a legally binding contract in which the producer of the software, who has copyright protection, specifies the conditions under which the software may be used and defines the agreement between the producer and the users.

## II. RATIONALE

This standard supports HOP Policy 8-12 Information Resources Use and Security Policy

## III. SCOPE

This standard applies to all UTSA faculty, staff, and students.

## IV. CONTACTS

informationsecurity@utsa.edu

## V. PROCEDURES

- A. Only licensed copies of computer software may be installed on UTSA computing resources:
- B. "Any copying or reproduction of copyrighted software on System or component institution computing equipment must be in accordance with the Copyright Act and the pertinent software license agreement. Further, faculty, staff and students may not use unauthorized copies of software on System or component institution owned computers or networks or computers housed in System or component institution facilities." UT System Policy UTS 107, Use of Copyright Materials.
- C. Systems administrators and University Technology Solutions (UTS) support personnel will scan computers for unlicensed software and remove it unless users can provide proof of legal ownership.
- D. Department heads and chairs will ensure that appropriate records, back-up copies, and licenses of software running on department computers and purchased by the department with University accounts, are maintained centrally in their departments. (Note: this does not apply to software purchased or managed by UTS)
- E. Theft (unauthorized use) of copyrighted software may result in legal action or other disciplinary penalty, such as charges of copyright infringement.

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