

University of California
Policy on Stewardship of Electronic Information Resources
DRAFT: For Comment Only

The University of California is committed to high standards of excellence in the management of electronic information resources and establishes that appropriate information technology management policies and practices are essential to achieve effective stewardship of University information resources and to the proper functioning of the University enterprise. The University also recognizes that principles of privacy and confidentiality hold important implications for the safeguarding of information about individuals. The University supports practices that ensure the best possible protection of personal or other confidential information that is stored, transmitted, and processed by University electronic systems.

All University activities that use information technology to support the mission of teaching, research and public service are to be conducted with sound information management practices. All members of the University community are accountable for compliance with recommended management guidelines, procedures, and practices. Additionally, University policy requires compliance with all laws, regulations and requirements that are applicable to the management of its electronic information resources.

Guidelines for Stewardship of Electronic Information Resources provides direction to the University community for achieving the goal of effective electronic information management practices. These Guidelines address the following:

- Electronic information management
- Electronic information security
- Identity and access management
- Continuity planning and disaster recovery
- Common IT infrastructure

It is the responsibility of all University campuses, medical centers, national laboratories, and the Office of the President, including Agriculture and Natural Resources and its auxiliary University locations to establish guidelines and procedures to implement this policy. Campuses should consult Business and Finance Bulletins in the IS series for further guidance.

This Policy is issued by the President of the University of California. The Associate Vice President, Information Resources and Communications in the Office of the President, is responsible for the Guidelines supporting this Policy. Chancellors are responsible for delegating responsibility for implementation to achieve conformance with the Guidelines.