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| POLICY NAME | Virus Protection Policy | POLICY NO. | BA465 |
| APPROVING BODY | President/Cabinet | VERSION NO. | 01 |
| RESPONSIBLE DEPARTMENT | Business Affairs - Information Technology | | |
| EFFECTIVE DATE | 15-DEC-2014 | REVIEW/REVISION DATE | 12-SEP-2024 |

PURPOSE:

To create and maintain as safe of an environment as possible for Western New Mexico University (WNMU) in regard to all computers connected to the WNMU network.

POLICY:

- All computers connected to the WNMU network shall have current virus protection. The Information Technology Department (ITD) will make a licensed virus protection application available for installation on each computer directly attached to the network. The ITD will also make up-to-date virus definition files available for maintaining the virus protection application. Any computer that does not meet the requirements to install and run the approved licensed application above will not be approved for use on the WNMU network.
- All operating systems on computers directly attached to the WNMU network shall have the most recent security upgrades installed. The most recent security upgrade and installation instructions can be provided by any member of the service desk.
- The ITD will make the necessary data and software easily available, users are responsible for keeping their computer's virus protection up to date with computer restarts at least once per week.
- Any computer that is acting as a source for destructive software will be disconnected from the WNMU network. Such computers will remain disconnected until it is demonstrated that the computer is free of destructive software and has all required security software installed.
- All computers attached to the WNMU network will be periodically scanned for the presence of current virus protection software and virus description data. Any computer that does not have current virus protection installed will be notified. If within a reasonable time, current virus protection software and current virus description data are not installed, the computer will be removed from the network.

- All computers attached to the WNMU network will be periodically scanned for the presence of the most recent service level upgrade. Any computer that does not have the most recent service level upgrade installed will be notified. If the required service level upgrade is not installed within a reasonable time, the computer will be removed from the network.
- Specific additional "conditions of use" for information resources within other jurisdictions such as labs, libraries and dorms may be defined and enforced. These statements must be consistent with this overall policy but may provide additional detail, guidelines, or restrictions. Where such "conditions of use" exist, enforcement mechanisms defined therein shall apply. These regulations and policies must be published and easily available to users of the equipment for which they are established.