

# Advancement | UCF Foundation, Inc.

## Procedure Compliance Policy

Policy# 10.04

Effective Date: 05/05/2020

Responsible Department: Information Technology Services

### **1. PURPOSE**

The purpose and objective of this policy is to ensure that the University of Central Florida Foundation, Inc. (Foundation) will comply with all relevant University of Central Florida (UCF) technology and communications policy requirements.

### **2. APPLICABILITY**

This policy applies to Foundation employees, contractors, consultants, interns, students, and other workers at the Foundation, including all personnel affiliated with third party employees, who use Foundation information technologies and resources. This includes a person who makes use of or accesses university computing, telecommunications, or electronic information resources.

### **3. POLICY**

All users must adhere to UCF standards and policies for the responsible use of computing systems, software, and telecommunications networks as described in the UCF technology and communications policies found under the [UCF policies and procedures](#) website.

Users shall use UCF and Foundation Electronic Information Resources responsibly in accordance with this policy. Electronic Information Resources are defined as data or information in electronic format and the computing and telecommunications resources through which such resources are accessed or used.

### **4. CLARIFICATION**

Requests for clarification of this policy should be sent to the Associate Vice President for Advancement Strategy.

Certified as approved by the Executive Committee of the Foundation Board of Directors on May 05, 2020.

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Name: Michael J. Morsberger

Title: Vice President Advancement and Chief Executive Officer

Revision history:

Adoption Date: 03/05/2013

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