The Managing Regulations for Computer and Network Resource of Chung Yuan Christian University

Article 1　In order to manage campus network resources；also conform to cyber security management regulations, intellectual property and relevant regulations to intensify network services quality. Chung Yuan Christian University ("CYCU") has formulated The Managing Regulations for Computer and Network Resource of CYCU ("the Regulation").

Article 2　The Regulations are applicable to all units in CYCU, for regulating campus server management, campus network management, software licenses managements of official computers etc.

Article 3　The management rules for campus servers are as follows:

1. The application procedures for setting up servers are as below:
   1) Fill in the form called "CYCU Campus Server Setup/Change Application Form" ("the Form") then submit to the Office of Information and Technology ("the OIT"), it will be approved after the form has been reviewed.
   2) The server which is approved after being reviewed shall serve with a purpose according to its application, other utilizations are not allowed. All unit shall preserve the legality of the server public information；posting obscene, offensive, or information that violates intellectual property rights and personal data protection laws are strictly forbidden.
   3) It's not allowed that set up server on one's own without approval.
2. The server management responsibilities for the unit which has applicated are as follows:
   1) Unit supervisor is responsible for superintending network services of the servers in their unit, also designating an administrator for all server management, cyber security-related procedures, and designating another manager in charge with content managing.
   2) Server administrators are the handling single-counter for managing all servers and cyber security-related procedures in their unit, also consolidate the unit's "CYCU Cyber Security Inspection Checklist of Server" ("the Checklist") then report to the OIT.
   3) Server managers shall inspect all server in their unit with the Checklist for every semester, then consolidate to the OIT for a record. Also, server managers shall implement for cyber security and shall not offer unnecessary network services (ports). While server managers go on a personnel change, successor shall fill in the Form to update information.
3. Server administrators and server managers shall participate in cyber security courses which are hold by the OIT, at least 4 hours for every year.
4. If the applicated server under a unit is intruded by hacker, server administrator shall conduct with *Recovery Steps for Hacked Unix and Windows Operating Systems* which is formulated by National Institute of Cyber Security.
5. Unit who applied sever shall do their damnedest to manage. If improper management endanger campus network, the OIT may suspend the rights of server network connection depending on the severity of the situation.

Article 4   Campus network management follow *The Rules for Internet Utilization of Chung Yuan Christian University*.

Article 5   The managements for official computers software licenses are as follow:

    1.   Official computers shall install legally authorized software and shall not install illegal software or P2P sharing software.

    2.   Legally authorized software which have requirement for business shall be procured and installed according to application/procurement procedures of CYCU.

    3.   The borrowing of CYCU authorized software is follow to "Relevant Resource Borrowing Management Procedures", which constructed by the OIT.

    4.   For all official computers in campus, conducting software license audit annually is necessary, then report to the OIT for a record. The OIT shall conduct irregular software inspections to uninstall the software which are illegal, also notify unit supervisor for further action.

Article 6   The Regulation is passed by the Administrative Meeting；promulgated and implemented by the President, the amendment does as well.