

## UTHealth Technology Supplement

Mobile computing devices such as iPhones, iPads, a wide variety of Android devices and new Microsoft devices are popular and have many productive uses at UTHealth. However, due to the ongoing development of new technology, the formulation of policy and building of a support infrastructure to meet demand is challenging. UTHealth's current position with regard to funding and supporting these new devices is as follows:

### **Cost**

There are two direct components to the cost of the device:

1. Actual cost of the device and
2. Cost of the associated wireless (3G/4G) service if so configured. (A WiFi only device communicates via a wireless network that may, or may not, be available or free where you choose to use the device.)

In addition, UTHealth incurs indirect costs to adequately support and secure the information system platform such as the cost of providing the appropriate WiFi infrastructure necessary to support the increased use and the cost of software to provide institutional IT security for the device.

### **Acquisition**

The acquisition of mobile computing devices may be handled as an institutional purchase using grant funds or through the use of a technology supplement for full-time faculty. Laptops are specifically excluded from purchase under this policy.

- **Institutional Purchase - Grant Funds**

Either, or both, of these direct costs can be paid from grant/contract funds, but only if explicitly proposed in the grant/contract.

- **Technology Supplement (TCH)**

In lieu of an institutional purchase of a mobile computing device, an employee, with the appropriate justification and approval, may be awarded a technology supplement to support the personal acquisition of a mobile computing device. The TCH may be discontinued at any time in the discretion of executive leadership.

**Eligibility** – Full-time UTHealth employee (1.0 FTE) with a salaried faculty appointment

**Approval** – Dean level approval required

**Documentation** – Description of proposed use of the mobile computing device with respect to the education, research or clinical mission of UTHealth required for supplement justification

**Funding** – Departmental discretionary funds (designated funds); may include endowment or gift funding depending on donor intent; excludes state/service department funds

**Amount** - \$550.00 lump sum payment

**Timing** – Employee may be eligible for an additional supplement no sooner than 24 months after the award of a prior TCH. The initial supplement may be awarded, with proper justification, for technology expenditures made in the previous 90 days.

### **Mobile Device Standards and Policies**

Users who connect mobile devices to IT resources provided by UTHealth (such as the UTHealth intranet, e-mail, shared storage, etc.) or use mobile devices to process, store or transmit university information, must comply with all University policies pertaining to University information including but not limited to, **HOOP 176** *Roles and Responsibilities for University Information Resources* and **HOOP 180** *Acceptable Use of University Information Resources*, and with the requirements specified in the Mobile Device Policy, ITPOL-025, that can be found at <http://it.uth.tmc.edu/cio/itpolicies.htm>.

While mobile devices, using either WiFi or cellular data services, can inherently access internet available websites including most UTHealth websites, UTHealth does not endorse accessing UTHealth information resources in this manner since UTHealth information may be left on the device in an insecure state.

In **ALL** circumstances, the **USER** of the mobile device is responsible for the use of the device and the information kept on the device. UTHealth provides services to assist the user in meeting his/her responsibilities. It is the responsibility of the user to follow all UTHealth policies and to utilize this assistance when applicable.

Mobile device configuration can be performed and enforced manually or systematically. Blackberry configurations are enforced through the university's Blackberry Enterprise Server (BES). Most other mobile device configurations (Android, IOS) are enforced through Exchange Active Sync (EAS). BES or EAS supported devices meet ITPOL-025 standards.

Mobile devices that use EAS have varying levels of capabilities which are implemented in a variety of ways. The Information Technology department is piloting mobile devices in the UTHHealth EAS environment to ensure that the requirements of ITPOL-025 can be met. The list of devices that have been tested and are currently supported with EAS is located here:

<http://dcos.uth.tmc.edu/MobileDevices/MobileDeviceSupportPolicy.htm>

As more devices are piloted, the list will expand. However, the number of devices and operating systems offered by vendors grows daily. Consolidation and standardization in the industry will ultimately make this list more manageable.

### **The Future**

Although mobile devices are still predominantly a personal device used for e-mail, web-based services and lightweight applications, we expect to see mobile devices become essential components of mission critical applications including electronic medical records and imaging. Use of mobile devices in such security sensitive settings will likely require enhanced security through a centrally administered Mobile Device Management (MDM) system that will enforce more stringent security policies for university use of the devices. The university has not evaluated or selected an MDM at this time.

2.16.2012

**THE UNIVERSITY OF TEXAS HEALTH SCIENCE CENTER AT HOUSTON  
TECHNOLOGY SUPPLEMENT REQUEST FORM**

**School:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Recipient:** \_\_\_\_\_

**Justification (Institutional purpose):** \_\_\_\_\_

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\_\_\_\_\_  
\_\_\_\_\_

**Funding source:** \_\_\_\_\_

**Date of last Technology Supplement:** \_\_\_\_\_

**Proposed effective date:** \_\_\_\_\_

**Recipient signature:** \_\_\_\_\_  
Date

**Approvals:**  
**Department head:**

\_\_\_\_\_  
Printed Name                      Signature                      Date

**Dean:**

\_\_\_\_\_  
Printed Name                      Signature                      Date