

## IT (information technology) strategy for Halmstad University

The replacement of IT-policies for Halmstad University (ref 19-2006-914) plus Rules for IT acquisitions at Halmstad University (ref 10-2007-2111). The IT department is responsible for the revision of the document and the monitoring of its use.

The University's IT operations will help contribute to the University's high quality and excellence whilst, at the same time, working and operating professionally, safely and cost effectively. The University's IT systems will only be used to conduct, develop and improve education, research and other university activities.

Three policy documents are available concerning IT operations:

- An IT vision, linked to the University's vision document, which can be likened to a 5-year plan for IT operations. Plans of action are highlighted annually to help achieve the goals of the IT vision.
- An IT strategy (this document), which describes the IT organisation, where decisions concerning IT are made as well as defining the University's principles for IT operations. The IT strategy is linked to, among other things, The University's rules of procedure.
- A system management model, describing how the running, managing and developing of the University's IT system are to be conducted. Tied to the system management model are: descriptions of IT systems, both internal and external agreements concerning IT systems, annual plans of action for the use and development of IT support, as well as the rules and regulations that apply to specific operational systems. These annual plans are to coordinate with the University's other activity/business plans.

The University's policy documents within IT cover all activities/operations, students and staff at the University as well as all users connected to the University's IT network.

The various operations/activities requirements and needs are to guide the IT-development within the University.

The use and development of IT within the University must comply with the current laws and regulations, and without interference of other IT use.

When using the University's computing and communication resources, the following must be prioritised: the education and research that is conducted at the University, the performing of the University's administrative tasks plus all other activities that the University has to fulfil.

#### **Responsibilities and organisation**

The Board of Governors and the Vice-Chancellor have the overall responsibility for the work concerning strategic IT issues. The Vice-Chancellor decides the overall policy documents, as well as the appropriate plan(s) of action within the field. The heads of the different schools are responsible that these measurements/actions are carried out.

The IT department and the role of the IT manager's role and responsibilities are described in the delegation of administration, ref. J. 19-2004-2002.

#### **Acquisition of IT products**

The ordering and installation of IT products should be made by the IT department or by a person approved by the IT Department.

Upon acquisition of new IT systems, the information system owner needs to ensure that the operation's/activity's needs are the basis for the development and/or the purchase. The IT department will assist in the acquisition. Upon acquisition of a new IT system, focus should be on the benefits it gives the University and its employees. See also system administration model for Halmstad University.