

# THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

## WEB SERVERS AND WEB PAGES

**Number** 06.01.10

**Division** Finance and Administration - Office of Information Technology (OIT)

**Date** April 2018

**Purpose** The purpose of this policy is to establish the criteria and requirements for UAH web servers and web pages.

**Policy** Web pages are an outward representation of The University of Alabama in Huntsville (UAH) to potential and current students, along with alumni, faculty, staff, and the community. The web pages should be of consistent design and portray accurate information to the community. Moreover, the web pages need to be secure for confidential and private information.

This policy establishes the criteria and requirements for all UAH web pages that are hosted on UAH IT resources. This policy applies to all IT usage by faculty, staff, students, researchers, or other users of information technology (IT) resources that produce, update, or maintain UAH web pages.

### **Procedure**

#### **1.0 UAH Web pages**

All web pages hosted on UAH IT resources shall be for official University business and comply with the policies and design defined by the Office of Marketing and Communications.

#### **1.1 Departmental Web pages and Web servers**

Department web pages and websites shall be hosted on the primary campus web server whenever possible. Possible exceptions to this requirement may be, but are not limited to, cases where the data presented on the web page are extremely large and require being distributed from a separate web server. These exceptions shall be documented as required in the "Protection of Data" policy.

## **1.2 Individual Web Pages Hosted on UAH IT Resources**

UAH Office of Information Technology (OIT) maintains a web server for individual web pages for academic purposes. This web server is not to be used for non-UAH business purposes. All uses of this web server are subject to all policies governing use of IT resources and web page design.

Accounts on the web pages server are granted to all active employees and students of UAH. Accounts and web pages are removed as documented in the "Network, Computer,

**Review**

The IT Investment Advisory Council is responsible for the review of this policy every five years (or whenever circumstances require).