



TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

Operating Policy and Procedure

HSC OP: 56.05, Classroom Scheduling and Usage, the
Director of Classroom Support and the Chair of the Academic Affairs Council.

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POLICY:

1. Administration

Classroom usage and scheduling is the responsibility of TTUHSC Classroom Support and the designated individuals at each regional campus.

(1) **Summer** academic schedules are due **Feb 15, 2024** (c)8

the following guidelines:

- (1) **Schedule time.** Classrooms can be reserved for times after 5 p.m. until 8 a.m

6. Related Statutes, Policies, and Requirements

Digital Millennium Copyright Act

[Digital Millennium Copyright Act of 1998](#)

Health Insurance Portability and Accountability Act

[HIPAA, Title 45, Subtitle A, Subchapter C, Part 164](#)

Payment Card Industry (PCI) Data Security Standard (DSS)

[PCI-DSS: 12.2 Acceptable Usage](#)

Texas Administrative Code

[TAC 202, Subchapter C, 70-76](#)

Texas Public Information Act

[Texas Public Information Act](#)

Texas Security Control Standards Catalog

[Texas DIR Security Control Standards Catalog](#)

TTUHSC IT Roles and Responsibilities

7. Document Details

Approval and Ownership

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