

DCTC Policy 3.54 Security and Privacy of Information Resources

Part 1. Policy Statement.

It is the policy of Minnesota State Colleges and Universities to protect the security and privacy of its information resources and to make information accessible as required by law. The system shall maintain the confidentiality, integrity and availability of information resources; ensure continuity of operations; prevent, control and minimize the impact of security incidents; and managing risks to those resources regardless of the storage medium or transmission methods. Each college and university and the Office of the Chancellor shall adopt and implement privacy and security policies and procedures for its information resources consistent with applicable System standards and state and federal law.

All users of Minnesota State Colleges and Universities System information resources are responsible for the privacy, security, and appropriate use of those resources over which they have authority or control, and for compliance with applicable laws, regulations, policies, procedures, and other standards. Each college, university and the Office of the Chancellor shall provide an appropriate security awareness program for its users.

Part 2. Applicability.

This policy applies to all users of System information resources; and to all System information resources in any physical form or storage media, wherever located.

Part 3. Definitions

Subpart A. Access.

Access means the authority to view information, and when appropriate, insert, update, delete, or download information. Access shall be authorized to individuals or groups of users depending on the application of law or System policy or procedure. Technical ability to access information is not necessarily equivalent to legal authority.

Subpart B. Information Resources.

Information resources means all data collected, created, received, maintained or disseminated by any Minnesota State Colleges and Universities user, regardless of its physical form, storage media or conditions of use.

Subpart C. System.

System, or Minnesota State Colleges and Universities System, means the Board of Trustees, the Office of the Chancellor, the state colleges and universities, and any part or combination thereof.

Subpart D. User.

User means any individual, including but not limited to, students, administrators, faculty, other employees, volunteers, and other authorized individuals using System information resources

Subpart E. Integrity.

Assuring that information is kept intact, and not lost, damaged or modified.

Subpart F. Availability.

Assuring that information is accessible to authorized user users when needed.

Subpart G. Confidentiality.

Assuring that information is accessible only as authorized.

Part 4. Scope

Subpart A. Procedures.

The Chancellor shall adopt security and privacy procedures under this policy.

Subpart B. Sanctions.

Users who violate this policy or related System, college or university procedures shall be subject to disciplinary action through appropriate channels. Violations may be referred to appropriate law enforcement authorities.

At end:

Related Documents:

- DCTC Procedure <# - Name>
- State & Minnesota State Policies and Procedures
- Federal & State Laws and Regulations
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Responsible Administrator: <Administrator's Title>

Policy History:

Date of Adoption:

Last Revision Date: 05/30/2017

Date most recent policy revisions go into effect: 05/30/2017

Date and Subject of Revisions:

05/30/2017 - Updated title and history and changed MNSCU reference to Minnesota State