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1. Purpose

This document and supporting documents represent the policy regarding the use and administration of Valdosta State University computer and data communication resources, including campus wireless and traditional LAN networks, workstations, lab computers, laptops, and mobile devices managed by the University. This policy also covers personal computer systems that are connected to networks managed by the University.

components, and adding servers (with the exception of emergency situations) must be: (a) documented in a work order request and (b) approved in advance by-designated individuals in the Information Technology Division. Changes to the university's infrastructure or firewalls must be (a) documented in a change request, and (b) approved in advance by designated individuals in the Information Technology Division. All emergency changes to Valdosta State University networks must only be made by persons who are authorized by the Information Technology Division.

4.7 Security Compromise Tools

Unless specifically authorized by the Chief Information Officer or his/her designees, Valdosta State University users must not acquire, possess, trade, or use hardware or software tools that could be employed to evaluate or compromise information systems security. Examples of such tools include those which defeat software copy-protection, discover secret passwords, identify security vulnerabilities, exfiltrate data, or decrypt encrypted files. Similarly, without this type of approval, users are prohibited from using "sniffers" or any other hardware or software which monitors the traffic on a network or the activity on a computer.

4.8 External Disclosure of Security Information

Information about security measures for Valdosta State University computer and network systems is confidential and must not be released to people who are not authorized users of the involved systems unless the permission of the Chief Information Officer or his/her designees has first been obtained.

4.9 Security Awareness Training

All authorized users of the University computing and data communications resources are required to complete compliance training at prescribed times of the year.

5. Procedures

Incident Response

The University Division of Information Technology manages computing and data communications technologies and monitors their compliance to University policy as well as federal, state, and local jurisdictional laws and statutory regulations. If computing and data communications technologies pose a threat to the remainder of the campus computing network, they may be restricted from network access until the threats no longer exist.

5.1 Reporting Suspected Security Breaches

Anyone who has reason to suspect a deliberate or significant breach of established security policy or procedure should promptly report it to the appropriate Dean, Director, or Department Head, who shall report the same information to the Division of Information Technology's Chief Information Security Officer. If the breach is serious

and needs immediate attention, the Valdosta State University Department of Public Safety should be contacted.

6. Interpretations

Any questions regarding the implementation of or the interpretation of this policy should be directed to Valdosta State University's Chief Information Officer or his/her designee.

7. Supporting Documentation

Georgia Computer System Protection Act (http://ga.elaws.us/law/16-9%7C6)
VSU Policy on Email, Web, and Portal for Office Communicaitons
VSU Fax Confidentiality and Security Policy
VSU Information Resources Acceptable Use Policy
VSU Intellectual Property Policy
VSU Policy on Health Insurance Portability and Accountability Act (HIPAA) Notice of Privacy Practices
VSU Security of Student Information (Gramm-Leach-Bliley Act)

8. Affected Stakeholders

Indicate all entities and persons within the university affected by this policy:

☒Alumni	☒Graduate Students	☒Undergraduate Students
☒Staff	☒Faculty	☒Student Employees
☒Visitors	☒Vendors/Contractors	☐Other:_____

9. Policy Attributes

Responsible Office(s)	Information Technology, 1410 N. Oak St., 229-245-4357, itvsu@valdosta.edu