

ESTABLISHING AND MAINTAINING AN INFORMATION SECURITY PROGRAM

OVERVIEW

Students have a right to know that their information is being kept in a secure environment that meets industry standards.

PRACTICE

The Associate Vice President of Information Technology is responsible for the establishment and implementation of an information security program that contains administrative, technical and physical safeguards designed to protect campus information assets.

The information security program must implement a risk-based, layered approach that uses preventative, detective, and corrective controls sufficient to provide an acceptable level of information security and must be reviewed at least annually to ensure compliance with industry standards and best practices.

PROGRAM REQUIREMENTS

THE INFORMATION SECURITY PROGRAM MUST:

- Document roles and responsibilities for the information security program.
- Provide for the confidentiality, integrity and availability of information, regardless of the medium in which the information asset is held or transmitted (e.g. paper or electronic).
- Develop risk management strategies to identify and mitigate threats and vulnerabilities.
- Establish and maintain an information security incident response plan.
- Maintain ongoing security awareness and training programs.
- Comply with applicable laws, regulations, and California Baptist University policies.

SCOPE

Campus wide

RESPONSIBILITY

Associate Vice President for Information Technology

Dr. Tran Hong

951-343-3907

thong@calbaptist.edu

Assistant Director of Projects and Information Security

Dale Lee

951-343-4473

dlee@calbaptist.edu