https://www.scranton.edu/information-technology/policies.shtml

V. Related Documents, Forms, and Tools Human Resources Security Policy Asset Management Policy Access Control Policy Physical and Environmental Security Policy Operations Security Policy Information Security Office: Responsible for the development and maintenance of an Information Security Program. An Information Security Program addresses the identification of Data Stewards; the development of technical, physical, and administrative safeguards for information, including the establishment of information security policies and standards, awareness and training activities, data handling and system configuration standards; and coordination of incident response to compromises or breaches of University information. The program development will be guided by this and other related Information Management & Security Policies noted in section V. above.

<u>Chief Information Officer:</u> Responsible for general oversight of the Information Security Program, review of Information Security Standards, interpretation of policy, and determination of a data breach disclosure.

<u>Data Steward:</u> University officials, or their designated representatives with decision-making authority, responsible for data handling practice in their divisions. University data stewards will work in conjunction with the Information Security Office and the Information Security Advisory Council to ensure the confidentiality, integrity, and availability of t

<u>Information Security Advisory Council:</u> The Information Security Advisory Council provides guidance and oversight of the Information Security program with an emphasis on strategy and policy issues, risk management, and compliance to applicable laws and regulations ensuring compliance to applicable laws, regulations. In addition, the Council serves as an advocate of the University Information Security Program.

<u>Data User:</u> Anyone that accesses assets. Data users must also ensure that they comply with the requirements of the Information Security TnBT/F1 11.04 Tf1 0 0 1 92.784 430.15 Tm0 G(n)