

[Rule 4-004C \(/it/rules/Rule4-004C.php\)](#): Information Security Incident Response Rule

[Interim Rule 4-004D \(/it/rules/Rule4-004D.php\)](#): Health Sciences Encryption of Protected Health Information

B. Guidelines

[G4-004B \(/it/guidelines/G4-004B.pdf\)](#): Information Security and Privacy Liaisons

[G4-004D \(/it/guidelines/G4-004D.pdf\)](#): Cloud Computing: Opportunities Used Safely

[G4-004E \(/it/guidelines/G4-004E.pdf\)](#): Termination Check List for Information Technology

[G4-004H1 \(/it/guidelines/G4-004H1.pdf\)](#): Portable Device Security

[G4-004H3 \(/it/guidelines/G4-004H3.pdf\)](#): IT Resource Security: Vulnerability Management

[G4004J \(/it/guidelines/G4-004J.pdf\)](#): Vendors and Business Services Agreements

[G4-004L \(/it/guidelines/G4-004L.pdf\)](#): Log Management and Monitoring

[G4-004N1 \(/it/guidelines/G4-004N1.pdf\)](#): Media Sanitization and Destruction

[G4-004Q \(/it/guidelines/G4-004Q.pdf\)](#): Privacy and Information Security Training and Awareness Contacts

[G4-004S \(/it/guidelines/G4-004S.pdf\)](#): Sanctions Matrix Guidelines

C. Forms (Reserved)

D. Other related source materials

V. References

A. 45 C.F.R. 164: Health Insurance Portability and Accountability Act (HIPAA): Security and Privacy

B. Family Educational Rights and Privacy Act of 1974 ("FERPA", 20 U.S.C. § 1232g)

C. Federal Information Security Management Act of 2002 ("FISMA", 44 U.S.C. § 3541)

D. ISO 27002:2005, Information Technology - Security Techniques - Code of Practice for Information Security Management

E. [NIST 800 Series \(http://csrc.nist.gov/publications/PubsSPs.html\)](http://csrc.nist.gov/publications/PubsSPs.html), Federal Information Security Standards

F. [Policy 3-070 \(/administration/3-070.php\)](#): Payment Card Acceptance

G. [Policy 4-001 \(/it/4-001.php\)](#): University Institutional Data Management

H. [Policy 4-002 \(/it/4-002.php\)](#): Information Resources Policy

I. [Policy 4-003 \(/it/4-003.php\)](#): World Wide Web Resources Policy

J. [Policy 5-111 \(/human-resources/5-111.php\)](#): Disciplinary Actions and Dismissal of Staff Employees

K. [Policy 6-400 \(/academics/6-400.php\)](#): Code of Student Rights and Responsibilities

L. [Policy 6-316 \(/academics/6-316.php\)](#): Code of Faculty Rights and Responsibilities

M. Pub. 111-5, Division A, Title XIII, Subtitle D: Health Information Technology for Economic and Clinical Health Act (HITECH Act)

N. [Utah System of Higher Education Policies and Procedures \(http://higheredutah.org/sbr/policy/policies.htm\)](http://higheredutah.org/sbr/policy/policies.htm)

VI. Contacts:

The designated contact officials for this Policy are:

A. Policy Owner (primary contact person for questions and advice): Chief Information Security and Privacy Officer, 801-587-9241
IT_policy@utah.edu

B. Policy Officer: Chief Information Officer, 801-581-3100

These officials are designated by the University President or delegee, with assistance of the Institutional Policy Committee, to have the following roles and authority, as provided in University Rule 1-001:

"A 'Policy Officer' will be assigned by the President for each University Policy, and will typically be someone at the executive level of the University (i.e., the President and his/her Cabinet Officers). The assigned Policy Officer is authorized to allow exceptions to the Policy in appropriate cases.... "

"The Policy Officer will identify an 'Owner' for each Policy. The Policy Owner is an expert on the Policy topic who may respond to questions about, and provide interpretation of the Policy; and will typically be someone reporting to an executive level position (as defined above), but may be any other person to whom the President or a Vice President has delegated such authority for a specified area of University operations. The Owner has primary responsibility for maintaining the relevant portions of the Regulations Library... [and] bears the responsibility for determining -requirements of particular Policies... ." University Rule 1-001-III-B & E

VII. History

Renumbering: Renumbered as Policy 4-004 effective 9/15/08, formerly known as PPM 1-18

A. Current version: Revision 3, effective date: December 13, 2011

Approved by Academic Senate: December 5, 2011

Approved by Board of Trustees: December 13, 2011

[Background information \(/it/appendices_4/Background_4-004_12-2011.pdf\)](#) for this version

B. Earlier revisions:

[Revision 2 \(/it/revisions_4/4-004.R2.pdf\)](#): effective dates - September 23, 2009 to December 12, 2011

1. This provision is intended to ensure that access is removed for persons lacking an appropriate relationship with the University. The Policy allows for flexibility by administrators of Human Resources, Student Affairs, and other administrative units to define the appropriate relationships (e.g., staff, faculty person of interest, alumni, etc.)