

Institutional Security Plan & Report

March 2009

I. Institution Profile

Institution Name: Darton College
Date Submitted: March 31, 2009
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Darton College is a two-year unit of the University System of Georgia. Current enrollment is 5,013 with 1,200 network nodes.

Organizational Structure

[Office of the President](#)

[Office of Information Technology](#)

[Instructional Technology and Distance Learning](#)

II. Institution-wide Policies and Security Procedures

a. Institutional Acceptable Use Policy

The [Information Systems Use Policies](#) is a campus-wide policy intended to cover acceptable use of all Darton College computing and network resources. The Information Systems Use Policies are located on the Darton College Web site at <http://www.darton.edu/oit/index.php> and is included in this document. [Electronic Mail Security](#) and [Managing Passwords Policies](#) are included in the [Information Systems Use Policies](#) document.

b. Personal Security

Training Users

Darton College holds training sessions during development days twice a year. Sessions are offered for all new employees as well as refresher sessions. New employees will be required to sign off on confidentiality notice as a part of the employment process.

[Darton College Information Technology Security Policy](#)

[Reporting and Handling Security Incident Response Policy](#)

III. Protection of Critical Institutional Computing Resources

Classifying Assets (4-1) (Enterprise Level Legally Protected Repositories)
A list of critical assets will be supplied upon request.

Handling Information (9-1) (Secure Handling, Storage)

[Data Stewardship and Access Policy](#)
[Information Systems Ethics Policy](#)
[Sensitive Information Protection Policy](#)
[Wireless Access Policy](#)

Disposing of Media (9-2)

[Disposal of Media Policy](#)

Securing Physical Entry to Restricted Areas (6-2)

[Dartton College Information Technology Security Policy](#)

Securing Power Supplies (6-5)

[Dartton College Information Technology Security Policy](#)
[Minimum Information Security Environment Policy](#)

Controlling Access to Networks and Systems (12-5)

[Dartton College Information Technology Security Policy](#)
[Data Stewardship and Access Policy](#)
[Email System Acceptable Use and Security Policy](#)
[Internet Services \(Server\) Registration Policy](#)
[Minimum Information Security Environment Policy](#)
[Network Connections for Surveillance System Cameras
and Digital Recorders Policy](#)
[Remote Access Policy](#)
[Sensitive Information Protection Policy](#)
[Wireless Access Policy](#)

Protecting Against Malicious Software (8-6)

Anti-Virus Software Policy
[Information Systems Ethics Policy](#)
[Minimum Information Security Environment Policy](#)

Implementing Encryption Techniques (13-4)

[Remote Access Policy](#)
[Sensitive Information Protection Policy](#)

Developing Back-up Procedures (10-1)

[Critical Systems Back-up Policy](#)