

Saint Michael's College

Information Security Policy: Risk Assessment Policy

1. Purpose

To empower Saint Michael's College Information Technology Department (IT) staff to perform periodic information security risk assessments (RAs) for the purpose of determining areas of vulnerability, and to initiate appropriate remediation.

2. Scope

Risk assessments can be conducted on any entity within Saint Michael's College or any outside entity that has signed a Third Party Agreement with Saint Michael's College. RAs can be conducted on any information system, to include applications, servers, and networks, and any process or procedure by which these systems are administered and/or maintained.

3. Policy

- 3.1. The execution, development and implementation of remediation programs are the joint responsibility of IT staff and the lab or group responsible for the area being assessed.
- 3.2. Users are expected to cooperate fully with any RA being conducted on systems for which they are held accountable.
- 3.3. Users are expected to work with IT staff in the development of a remediation plan.

4. Enforcement

Violation of this policy may result in disciplinary action which up to and including termination for employees and temporaries; a termination of the contract without compensation in the case of contractors or consultants; or dismissal for interns and volunteers. Additionally, individuals are subject to loss of Saint Michael's College information resource access privileges, civil, and criminal prosecution or other legal action. They may also be held financially liable.

5. Definitions

Entity: Any business unit, department, lab group, or third party, internal or external to Saint Michael's College, responsible for maintaining Saint Michael's College assets.

User: Any faculty, staff, visitor, visiting researcher, researcher or student who has access to a computer system or communication device Saint Michael's College.

Risk: Those factors that could affect confidentiality, availability, and integrity of Saint Michael's College key information assets and systems. IT staff is responsible for ensuring the integrity, confidentiality, and availability of critical information and computing assets, while minimizing the impact of security procedures and policies upon teaching and learning or business productivity