

MAINE COMMUNITY COLLEGE SYSTEM

INFORMATION TECHNOLOGY

Section 902

SUBJECT: INFORMATION SECURITY

PURPOSE: To create uniform standards and procedures for the protection of MCCS information and data

MCCS collects, creates and distributes information and data as allowed by law and MCCS policy, and as required for MCCS business purposes. It is the policy of MCCS to maintain the security of its information and data and comply with applicable state and federal laws and regulations, including the Gramm-Leach-Bliley Act. In furtherance of its compliance obligations, MCCS shall implement and maintain an internal information security technology infrastructure with identified data protection standards and procedures to safeguard the integrity, confidentiality and availability of information stored or processed by MCCS.

In order to facilitate user compliance with this policy, all users who access MCCS data and information shall be subject to the Information Security procedures set forth in Section II of the MCCS Information Technology Procedures Manual, which shall include at a minimum:

1. Information Security Standards and Procedures;
2. Legal Requirements;
3. Applicable Definitions;
4. User Roles and Responsibilities;
5. Contract Requirements; and
6. Verification Requirements.

This policy applies to all members of the MCCS community who have access to MCCS information, including without limitation, faculty, staff, students, contractors, and consultants.

REFERENCES: 15 U.S.C. §§ 6801 and 6805; 16 CFR § 314

DATE ADOPTED: June 13, 2018