

# STOCKTON UNIVERSITY



## PROCEDURE

### Information Security Compliance

Procedure Administrator: Chief Information Officer, Chief Financial Officer, and General Counsel

Authority: N.J.S.A. 18A: 64-8; Gramm-Leach-Bliley Act

Effective Date: September 9, 2003; September 15, 2009; April 27, 2020

Index Cross-References:

Procedure File Number: 6912

Approved By: Dr. Harvey Kesselman, President

This procedure ensures University compliance with the Financial Modernization Act of 1999, also known as the Gramm-Leach-Bliley Act (GLBA), which requires that financial institutions (including higher education institutions) to take steps to ensure the privacy, security, and confidentiality of customer records. Higher education institutions are deemed compliant with the privacy provisions of the GLBA if they are in compliance with the Family Educational Rights and Privacy Act (FERPA). However, higher education institutions are also subject to the provisions of the GLBA related to the administrative, technical, and physical safeguarding of customer information. In order to safeguard customer information and to comply with the GLBA, the University adopted the Information Security Plan which is available on the Information Technology Services website.

#### DESIGNATION OF REPRESENTATIVES:

The University's Chief Information Officer is responsible for implementing the Information Security Plan. The Chief Information Officer may designate other University representatives to oversee and coordinate particular elements of the Information Security Plan.

#### SCOPE OF THE INFORMATION SECURITY PLAN:

The University's Information Security Plan applies to any record containing nonpublic financial information about a student, employee, or third party who has a relationship with the University, whether the record is in paper, electronic, or other form, that is handled or maintained by or on behalf of the University or affiliated organizations. The Chief Information Officer, in consultation with the Chief Financial Officer and General Counsel, are responsible for reviewing and revising the Information Security Plan.

Review History:

	Date
Procedure Administrator	2/19/2020
Divisional Executive	2/19/2020
General Counsel	3/25/2020
Cabinet	4/23/2020
President	4/27/2020