

Board of Trustees
Academic Affairs Committee

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Barbara J. Ellis

Division of Information Technology



North Carolina Agricultural and Technical State University



Division of Information Technology

Policies Recommended for Approval

- **Email Domain Policy**
- **Information Security Policy**



Division of Information Technology

Email Domain Policy:

Purpose: Establishes ncat.edu (faculty and staff) and aggies.ncat.edu (undergraduate and graduate) as the university email domains.

Highlights:

- Electronic mail transmitted, received, stored by faculty and staff during the course of conducting the business of the university must be sent from the official email domain, ncat.edu.
- The use of other email domains for the purpose of conducting university business outside of “ncat.edu” is prohibited.
- Establishes aggies.ncat.edu as the official email account for official announcements to students from the University. (Students who are employed by the university are assigned to the ncat.edu domain)
- Exception to this policy exists for JSNN faculty and staff who also conduct business using the ncat.uncg.edu email domain.
- Establishes Enforcement provisions



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Information Security Policy:

Purpose: In 2012, University senior management adopted ISO27002 as the information security standard. This policy is the governance document for information security.

Highlights:

- Establishes acceptable use of information and technology related assets.
- Prohibits the use of university assets for private commercial, political, fundraising, or advertising.
- Establishes CIO leadership of overall technology standards, policy development, and investments.
- Defines information security responsibilities for users performing system, network, and data administration roles.
- Incorporates policies and procedures previously established i.e., data classification policy, security breach procedures, disposition of university assets
- Incorporates Emergency Management Planning to address business continuity and recovery
- Establishes Enforcement Provisions

