

Computing Advisory Committee Meeting, March 27, 1997

Guidelines for Distributed Computing Administration and Security

1) Findings of the External Audit Team

There need to be:

- 1) Clarification of the relationship between IT and the individual LAN managers on campus
- 2) Standards to ensure that LAN administrators consistently and adequately administer their individual networks
- 3) University-wide policies, procedures and standards regarding LAN administration, and an administrative oversight body to monitor compliance with these standards
- 4) Cost-effective procedures that ensure the integrity and security of information maintained on the University's LAN's

They further recommend:

Access Restrictions

Limiting users to logging on to only one workstation on a LAN at a time

Restricting times of access to LAN's to less than 24 hours a day

Unique passwords for all users

Minimum size of 4 characters for all passwords

Limit invalid access attempts to 5

Limit logon attempts after password expiration to 3

LAN Standards

Set technical qualification standards for personnel, and training for those not meeting the standards

Set backup procedures, including definition of critical and non-critical data and disaster recovery procedures

User orientation programs to ensure all users are aware of their responsibilities regarding security issues (passwords, physical security, backup policies, software piracy policies, virus prevention)

Security administration procedures

The System has agreed with the substance of these findings (!), and SIUE and the Medical School (see <http://www.siumed.edu/impe/polguide.html>) have instituted standards and procedures responding to them. SIUC has not. There is a draft set of standards that has not yet been officially implemented on this campus. It does not address some of the above issues (although we may decide *not* to address all of them either), and it emphasizes some questions perhaps more than is necessary. It might serve as a beginning working document, however.

In order to avoid a second 'finding' it is important that the campus come up with a set of standards as quickly as possible, and we have been asked by Cheryl Farabaugh-Dorkins, (Executive Assistant for Information Systems for the Office of the President) to propose a set.