Policy

Office/Contact: Technology Services

Sources/Links:

NORTHERN STATE UNIVERSITY

Policies and Guidelines

SUBJECT: NSU Network Connectivity Policy

NUMBER: 7:4

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1. **Purpose**

   Technology Services provides a secure network for educational, research, instructional and administrative needs. An unsecured device connected to the NSU network can leave the network compromised and vulnerable to viruses, Trojans, denial of service attacks and other security attacks. Therefore, users who connect computers or other devices to the NSU network must follow very specific standards and guidelines.

   The purpose of this policy is to define the standards and guidelines for connecting computers, servers, and other devices to the University's network. The standards are designed to minimize the potential exposure to NSU from damages that could result from computers and servers not properly configured or maintained.

2. **Target Audience**

   This policy applies to all university-owned computers and personally owned or leased computers that connect to the NSU network.

3. **Policy**

   - The network server administrator will maintain an up-to-date list of all servers connected to the network that includes machine name, IP address, server administrator(s), purpose, operating system, and major software.
   - Technology Services will maintain an inventory of all University owned devices and peripherals attached to the network and their physical location.
   - Network infrastructure devices, including wireless access points, switches, routers, and audio-visual equipment, connecting to the network must have prior approval from the Chief Information Security Officer.
   - Relocation of any equipment connected to the NSU network must be requested through the Technology Support Desk.

4. **Responsible Administrator**

   The Vice President of Technology is responsible for semi-annual review of this policy and its procedures.

5. **Source History:**
    - Approval Date: 01/06/2009
    - Approved By: NET Services Coordinator's Council
    - Review Date: 10/02/2012
    - Review Date: 2/20/2014 – Changed name of Help Desk
    - Review Date: 6/21/2016 – Changed position for maintaining list of servers, removed process for requests, removed server authorization form
    - Review Date: 6/29/2017 – No changes
    - Review Date: 9/10/2018 – No changes
    - Review Date: 5/28/2021: Text changes, new template
    - Review Date: 8/15/2023