

INFORMATION SECURITY

CS
(LOCAL)

INFORMATION
SECURITY PROGRAM

The Chancellor shall approve an information security program designed to address the security of the College District's information resources against unauthorized or accidental modification, destruction, or disclosure. This program shall also address accessibility, privacy, and security of the College District's Web site.

SECURITY BREACH
NOTIFICATION

Upon discovering or receiving notification of a breach of system security, the College District shall disclose the breach to affected persons or entities in accordance with the time frames established by law.

The College District shall give notice by using one or more of the following methods:

1. Written notice.
2. Electronic mail, if the College District has electronic mail addresses for the affected persons.
3. Conspicuous posting on the College District's Web site.
4. Publication through broadcast media.

IDENTITY THEFT
PROGRAM

Since the College District provides short-term student loans, an installment tuition plan for students, and similar activities, the College District, in its capacity as a creditor, desires to protect existing consumers, reduce risk from identity fraud, and minimize potential damage from fraudulent new and existing accounts with the least possible impact on business operations by initiating and maintaining an identity theft program as required by the Fair and Accurate Credit Transactions Act of 2003 (FACTA).

IDENTITY THEFT
STRATEGIES

Program activities intended to detect, prevent, and mitigate identity theft include:

1. Identifying relevant patterns, practices, and specific forms of activity that are "red flags" signaling possible identity theft and incorporating those red flags into the program;
2. Detecting red flags that have been incorporated into the program;
3. Responding appropriately to any red flags that are detected to prevent and mitigate identity theft; and
4. Updating the program periodically to reflect changes in risks from identity theft.

DELEGATION OF
AUTHORITY

The Chancellor shall be authorized to promulgate regulations to implement this program.

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ACCESS BY
INDIVIDUALS WITH
DISABILITIES

The Chancellor or designee shall develop procedures to ensure that individuals with disabilities have access to the College District's electronic and information resources similar to individuals without disabilities.