

UT Space Institute IT0122-SI –Security Incident Reporting and Response	
Version: 1	Effective Date: 09/06/2019

Objective

To develop a program for computer Security Incident Reporting and Response at the University of Tennessee Space Institute (UTSI) that aligns with System-wide policy IT0122.

Scope

This policy applies to all users of and information technology (IT) resources owned, operated, or provided by UTSI.

“Users” includes but is not limited to students, faculty, staff, contractors, agents, representatives, and visitors accessing, using, or handling the Institutes IT resources.

Information transmitted or stored on UTSI IT resources is the property of the University unless it is specifically identified as the property of other parties.

Principles

This program is specific to UTSI. Each User of UTSI resources is required to be familiar and comply with University policies; acceptance is assumed if the user accesses, uses, or handles UTSI information technology resources.

The Chief Information Officer (CIO) is the Position of Authority (POA) for Information Technology at UTSI and responsible for IT security at the Space Institute.

Responsibilities

1. The CIO has overall responsibility of the Security Incident Reporting & Response (IR) program at UTSI and ensures:
 - a. The program is developed, documented, and disseminated to appropriate UTSI entities in accordance with University policy.
 - b. The program is reviewed and updated annually.
 - c. Consults with system owners to ensure effective procedures are implemented.
 - d. Ensures compliance to federal, state and university policy and regulations.
 - e. Develops, documents and maintains a campus-wide Cyber Incident Response Plan.
 - f. Monitors, tracks and reports, on a periodic basis, all Security Incidents to the UTSA CISO.
 - g. Ensures departments and users have assistance during recovery from Security Incidents.
 - h. Ensures potential forensic evidence is protected from corruption.

2. System owners/administrators are responsible for adhering to this program for their respective system(s).



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3. All users are to report suspicious activity, compromised systems or accounts, or any potential security incidents to the IT Help Desk at (931) 393-7363 or helpdesk@utsi.edu.

References

[IT0122 - Security Incident Reporting and Response](#)