



TECHNOLOGY ADVISORY COMMITTEE

Mandatory Cyber Security Training Policy

RESPONSIBLE ADMINISTRATOR: VICE PROVOST FOR INFORMATION TECHNOLOGY
RESPONSIBLE OFFICE(S): OFFICE OF THE VICE PROVOST FOR INFORMATION TECHNOLOGY
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APPROVALS:

APPROVED BY:

[Signature] 12/26/18
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Vice Provost for Information Technology

APPROVED BY:

[Signature] 1/9/18
Diane Chase, Executive Vice President & Provost

APPROVED BY THE PRESIDENT:

[Signature] 1/11/19
Marta Meana

REVISION DATE: NA

STATEMENT OF PURPOSE

The purpose of this policy is to:

- Maintain a safe and secure information technology environment.
Meet best practices for information technology security standards.

ENTITIES AFFECTED BY THIS POLICY

Entities affected by this policy include all UNLV employees.

WHO SHOULD READ THIS POLICY

All UNLV employees should read this policy.

POLICY

Staff awareness and education are key preventative factors to a secure information technology environment. All university employees must complete a UNLV-approved annual Cyber Security training program.

New employees must complete the Cyber Security training program within the first 30 days of hire. All employees must complete a UNLV-approved annual refresher course.

Visit the UNLV Cyber Security Training website at <https://www.it.unlv.edu/it-training/oit-workshops> for information about current training/learning opportunities.

RELATED DOCUMENTS

Acceptable Use of Computing and Information Technology Resources Policy
<https://www.it.unlv.edu/policies/acceptable-use-computing-and-information-technology-resources-policy>

Password Policy

<http://www.unlv.edu/sites/default/files/24/Password-Policy-final-5-30-2013.pdf>

CONTACTS

Refer to the Office of Information Technology's Policies and Procedures web page at <http://oit.unlv.edu/about-oit/policies> for a list of individuals who can answer questions about the policy.

DEFINITIONS

University Employee - For purposes of this policy, university employees are defined as all individuals with an employment contract with the university of 90 days or more.
