

Policy
Risk Assessment

Date: August 7, 2008

Purpose: To empower Information Systems to perform periodic information security risk assessments (RAs) for the purpose of determining areas of vulnerability, and to initiate appropriate remediation.

Scope: Risk assessments can be conducted on any entity within Otis College of Art and Design or any outside entity that has signed a *Third Party Agreement* with Otis College of Art and Design. RAs can be conducted on any information system, to include laptops, workstations, applications, servers, and networks, and any process or procedure by which these systems are administered and/or maintained.

Definitions:

Terms	Definitions
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Entity	Any business unit, department, group, or third party, internal or external to Otis College of Art and Design responsible for maintaining the College assets.
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Risk	Those factors that could affect confidentiality, availability, and integrity of Otis College of Art and Design's key information assets and systems. Information Systems is responsible for ensuring the integrity, confidentiality, and availability of critical information and computing assets, while minimizing the impact of security procedures and policies upon business productivity.
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Discussion: Any employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment.

Revisions: 8/7/07 - Created