

Clarendon College
Information Technology Services (CLARENDON COLLEGE-IT)
Network Use and Vulnerability Assessment Policy:

PURPOSE:

The Network Use and Vulnerability Assessment policy aims to assure the telecommunications network infrastructure's reliability, security, integrity, and availability. This policy documents practices and responsibilities associated with the administration, maintenance, expansion, and use of the College network to:

1. Provide reliable network communications for the efficient conduct of College business;
2. Assure that network usage is authorized and consistent with the College's mission and
3. Protect the confidentiality, integrity, and availability of College information that traverses the College network.

SCOPE:

The Clarendon College Network Use and Vulnerability Assessment policy applies equally to all individuals utilizing any Clarendon College information technology resources.

POLICY STATEMENT:

The Information Resources Manager (IRM) has central oversight and manages the Clarendon College network infrastructure resources. All devices connected to the Clarendon College network (wired or wireless) should support the College's mission. The integrity, security, and proper operation of the College network require an orderly assignment of network addresses and attached device configuration. Network access, performance, and security are at risk when devices are introduced into the network environment without appropriate coordination.

Clarendon College-IT will perform periodic vulnerability assessments and network scans to determine if assets hosted on Clarendon College's network are vulnerable to any known flaws in the operating system, services, or application. The results are intended to assist server and application owners secure their assets and any College-related data they may house. Server or Application owners will be notified of any vulnerability present on their systems, and any servers whose vulnerabilities have not been remediated in a predetermined amount of time may be disconnected from Clarendon College's network.

Clarendon College-IT manages College network connections with consideration for the College mission, accessibility, performance, privacy, and security in compliance with the following:

1. No individual or College component may independently deploy network devices that extend the College network or secure or isolate parts of the College network except as stipulated under this policy's provisions.

2. Clarendon College-IT is responsible for adequately deploying and managing a fully monitored and protected network communication service, including all infrastructure elements, network address assignments, and radio frequency (RF) spectrum usage.
3. Clarendon College-IT shall coordinate the connection and network address assignment of any devices on the College network. Other departments and individual users may not install, alter, extend, or re-transmit network services in any way without prior proper approval.
4. Departments and individual users are prohibited from attaching or contracting with a vendor to attach port-assignable, hard-wired equipment such as routers, switches, hubs, firewall appliances, wireless access points, virtual private network (VPN) servers, network address translators, proxy servers, and dial-up servers to the College network without prior authorization from Clarendon College-IT.
5. Clarendon College-IT may disconnect and remove any Clarendon College-IT unauthorized network device, including wireless routers and access points.
6. Personal software firewalls are permitted, as are printers, scanners, and similar peripheral devices if directly connected as a peripheral device to a desktop or notebook computer. Clarendon College-IT must approve any such device. Clarendon College-IT reserves the right to monitor and audit individual devices, systems, and general network traffic to ensure compliance with this and other College policies.
7. Certain responsibilities accompany using devices connected to the College network. Specifically, all users must ensure timely updates of applications, operating systems, and virus protection software to minimize risks of system compromise. (Clarendon College-IT provides non-intrusive products and services to achieve such updates.)
8. The College network is unencrypted. Server and application administrators that utilize this network to transmit sensitive, restricted, and confidential information are responsible for information security. Examples of available protections include encrypted protocols such as SSL, IPSec, SSH, etc. Contact Clarendon College-IT for assistance in implementing the necessary protective measures.
9. Clarendon College-IT requires the registration of servers connected to the College network, which must be collocated in the Clarendon College-IT data center. Following registration, Clarendon College-IT will facilitate an information-technology risk assessment to ensure compliance with state and College standards and best practices. A department's administrative head is responsible for designating a server administrator for each server. The server administrator shall collaborate with Clarendon College-IT as necessary to:
 - a. Register the server with the ISO;
 - b. Protect the server against exploitation of known vulnerabilities.
 - c. Address and resolve security problems identified with any device or application they are responsible for.
 - d. Utilize the protection benefits available through the College's network edge protection mechanisms (e.g., firewall, intrusion prevention systems, etc.);

- e. Accommodate risk assessments, vulnerability scans, and penetration tests of their server by Clarendon College-IT and take steps to mitigate the risks identified by these procedures.
 - f. Immediately report system compromises and other security incidents to the ISO.
10. Internet connectivity is ubiquitous across the campus. Virtually all rooms and meeting spaces at Clarendon College are equipped with wired or wireless connectivity. Nevertheless, facility reservations do not necessarily include the right to use the College network. Consistent with the [Acceptable Use Policy](#), the College cannot guarantee audio or video streaming support by reserving parties.
- a. Departments that accept facility reservation requests from external parties will ascertain the party's need for audio or video transmissions and consult with Clarendon College-IT.
 - b. To assure compliance with this provision, departments administering building or room reservations should include the following (or similar) statement on all reservation applications and request forms: "Streaming of audio or video is not permitted from this facility without advance notice and consultation. The reserving party declares that it – DOES / DOES NOT (circle one) – wish to stream audio or video from this facility."

DEFINITIONS:

Application Owner: The individual or group responsible for a specific service or application.

Clarendon College IT: The department or any company working on behalf of the Clarendon College IT Department is responsible for maintaining and supervising the Clarendon College IT infrastructure.

Dial-Up Server: Refers to connecting a device to a network via a modem and a public telephone network.

Encryption: The conversion of data into a form called cipher text that unauthorized people cannot easily understand.

Hub: A connection point for devices in a network to connect segments of a LAN.

Firewall: A network security system that controls the incoming and outgoing traffic based on applied rule sets.

Information Resources Manager (IRM): Officer responsible for the State of Texas managing Clarendon College's information technology resources. This is the Vice President of Information Technology.

Network Address: A network address (Internet Protocol (IP) address) serves as a unique identifier for a computer on a network.

Network Address Translator: Translating an Internet Protocol (IP) address used within one network to a different IP address known within another network.

Network Scan: The procedure for identifying active hosts on a network for network security assessments.

Penetration Test: Security-oriented probing of a computer system, network, or web application to seek out vulnerabilities that an attacker could exploit.

Personal Firewall: A software application that protects a single internet-connected computer from intruders (sometimes called a desktop firewall).

Proxy Server: A server that sits between a client and an external network to allow clients to make indirect network connections to other network services.

Radiofrequency (RF) spectrum: Any frequency associated with radio wave propagation within the electromagnetic spectrum.

Risk Assessment: A systematic process of identifying, evaluating, and estimating the risks involved in a process or system, their comparison against benchmarks or standards, determining appropriate ways to eliminate or control the hazard, and determining an acceptable level of risk.

Router: A device connected to at least two networks forwards data packets from one network to another.

Server Owner: The individual or group responsible for managing a specific application server daily.

Switch: A managed connection point for devices in a network to connect segments of a LAN.

Virtual Private Network (VPN) Server: A server that extends a private network across a public network, like the internet, to provide remote offices or individuals with secure access to the Clarendon College network using special hardware and software.

Vulnerability: A flaw or weakness in hardware, software, or processes that exposes a system to compromise.

Vulnerability Assessment: Identifying, quantifying, and prioritizing a system's vulnerabilities (weaknesses).

Wireless Access Point: A device that allows wireless devices to connect to a wired network using Wi-Fi.

Wired Connectivity: A term to describe any computer connection or network where the connection between sender and receiver involves cables, such as Ethernet.

Wireless Connectivity: A term used to describe any computer connection or network with no physical wired connection between sender and receiver.

Related Policies, References and Attachments:

An index of approved Clarendon College-IT policies can be found on the Clarendon College Information Technology Services Policies website at <https://www.clarendoncollege.edu/information-technology>.

The Policy Compliance Document contains reference materials, legal compliance guidelines, and policy enforcement. The Clarendon College Information Security Program and Clarendon College Information Security User Guide are also available on the Information Technology Services Policies website.

The Clarendon College Board of Regents approved this policy on March 27, 2025, version 1.2. This policy was reviewed by Will Thompson, Vice President of IT, on February 18, 2025.