

Security; UR at the Center



Gary Sheehan
Director – Information Security
April 2024



95% of cybersecurity breaches are attributed to human error – Allied World 2023

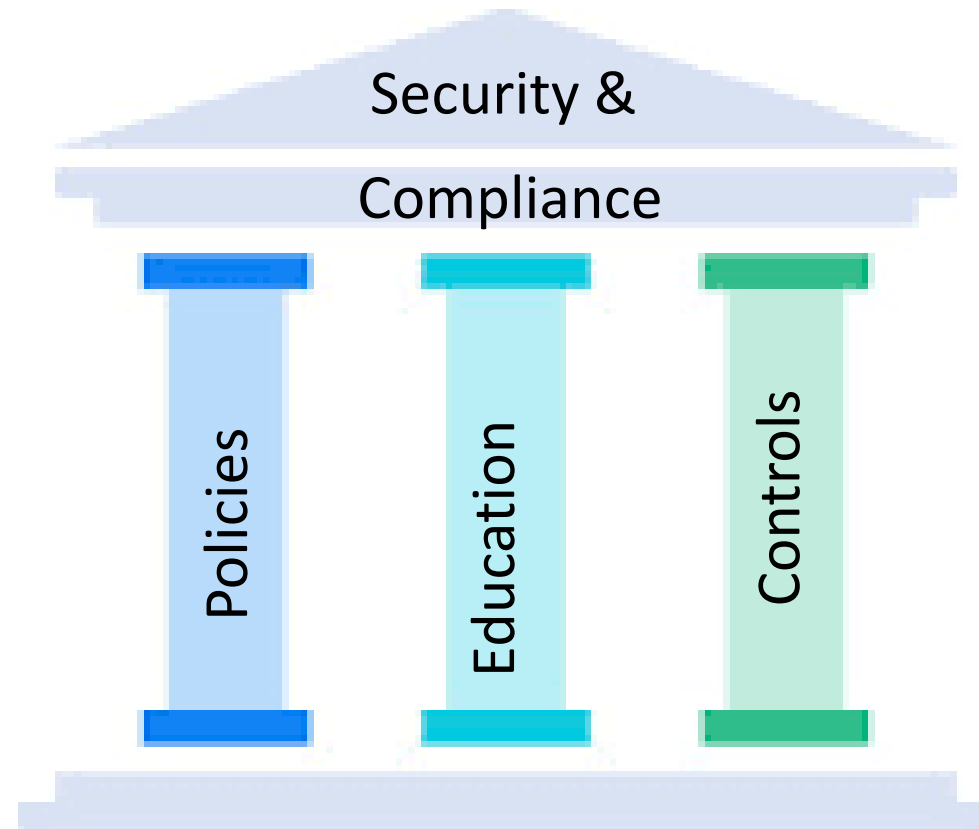




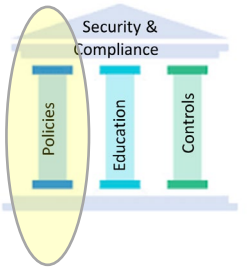
AGENDA:

- Elon's Safety Zone
- Our Personal Safety Zone
- Hybrid Work Environment
- Need For Regulatory Compliance

Elon's Safety Zone



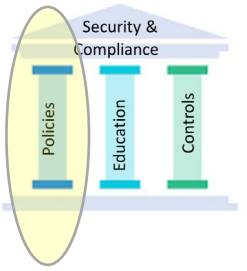
Elon's Safety Zone - Policies



- Policies
 - Information Security
 - Electronic Communications
 - Access Control
 - Acceptable Use
 - Account Management

All can Be Found on Elon's Information Technology Website

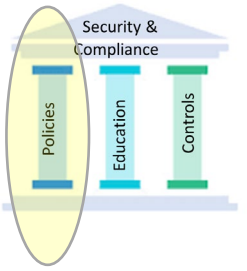
Elon's Safety Zone - Policies



Important Policy Statements:

- Elon University will protect information and technology resources based on risk against accidental or unauthorized disclosure, modification, or destruction and ensure the confidentiality, integrity, and availability of Elon Data.
- Elon University will abide by all government and industry regulations related to information security, privacy and data protection.

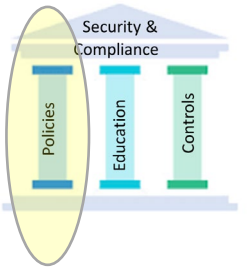
Elon's Safety Zone - Policies



Important Policy Statements:

- Each member of the Elon Community who accesses Elon's technology and Elon Data or assets is responsible and accountable for all activity that is logged against their user-id.
- All employees that have Elon accounts are required to complete annual Information Security Awareness Training each academic year.
- Elon University owns the email system, network infrastructure and data, and reserves the right to examine any emails or files.

Elon's Safety Zone - Policies

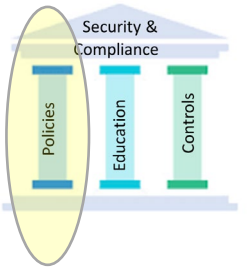


Important Policy Statements:

To protect the availability of the email services at Elon, Elon community members should refrain from the following activities:

- Excessive personal use
- Conducting unauthorized access of other people's email
- Sending 'SPAM', chain letters, letter bombs or any other type of widespread distribution of unsolicited email
- Giving the false impression you are representing the University
- Using an Elon email account for commercial or personal activities
- Sending of offensive or abusive messages
- Conducting unlawful activities

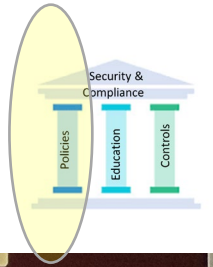
Elon's Safety Zone - Policies



Important Policy Statements:

- Elon computer and network access accounts will be created and managed according to information security standards and business requirements.
- When faculty or staff members resign or are terminated, their accounts are disabled immediately after their last day of employment and deleted 60 days later.
- All Elon network accounts, regardless of affiliation will be disabled after 365 days of inactivity and deleted after 180 days in disabled status.

Elon's Safety Zone - Policies



You can find all the policies related to Information Security on our website.

The screenshot shows the 'Information Security' page on the Elon University website. The page features a dark red header with the university logo and navigation links. A main banner image shows hands holding a smartphone with a padlock icon, overlaid with a network diagram. A red callout box on the banner reads 'New! Security Awareness Training Requirement'. Below the banner are five icons for 'Security Alerts', 'Remote Work Safety', 'Awareness Training', 'Terms & Definitions', and 'Resources'. A left sidebar menu is circled in yellow, with 'INFORMATION SECURITY' at the top and 'Information Security Policies' as the first item. The main content area includes an 'About Information Security' section and a 'Latest Information Security Threats' section with a warning about phishing emails.

INFORMATION SECURITY

- Information Security Policies
- Information Security Alerts
- Awareness Training
- Identify Phishing
- Stay Safe Online While Working Remotely
- Awareness Resources

About Information Security

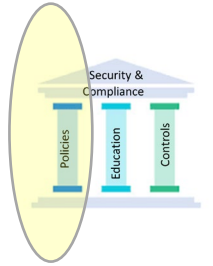
The Office of Information Security is integral to the protection of data, campus technology resources and the existence of a safe computing environment for the university community. We work to safeguard against and respond to threats to Elon's digital resources and networking infrastructure. We strive to bring you the latest information about phishing, scams and security alerts, in addition to resources and tips to help keep you safe online.

We encourage you to use information on this site to educate yourself, share what you learn and be diligent in protecting your identity, your devices and university data.

Latest Information Security Threats

Warning: Do not explore or investigate links or email addresses seen in any suspected phishing email. For questions or more information, contact the Technology Service Desk at (336) 278-5200.

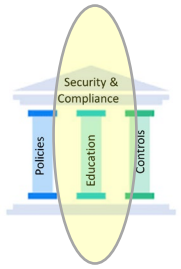
Elon's Safety Zone - Policies



You can find all the policies related to Information Security on our website.

The screenshot displays the Elon University website's 'Information Security Policies' page. The top navigation bar includes links for 'STUDENTS', 'FACULTY & STAFF', 'PARENTS', '+ RESOURCES', and a search bar for 'Search Elon.edu'. Below this, a secondary navigation bar lists 'Admissions', 'Academics', 'Campus Life', 'Global', 'Athletics', and 'Alum'. The main content area features a breadcrumb trail: 'Home / Finance & Administration / Information Technology / Information Security / Information Security Policies'. The title 'Information Security Policies' is prominently displayed. A left-hand sidebar lists various categories under 'INFORMATION SECURITY', with 'Information Security Policies' highlighted. The main content area contains an introductory paragraph and a list of policy links: 'Information Security Policy', 'Access Control Policy', 'Acceptable Use Policy', 'Electronic Communications Policy', and 'Account Management Policy'. A 'Report Threats' button is located at the bottom of the page.

Elon's Safety Zone – Education & Awareness



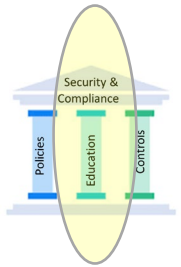
Stay Informed

Elon's Security Awareness Program includes:

- An Information Security Alert System
- A video library (Moodle)
- New employee orientation information
- Periodic training events throughout the year
- Easy ticket submission (infosec@elon.edu)
- Awareness resources available

The screenshot shows the Elon University Information Security website. The top navigation bar includes links for Students, Faculty & Staff, Parents, Resources, Search, GIVE, and APPLY. The main menu lists Admissions, Academics, Campus Life, Global, Athletics, Alumni, and About. The breadcrumb trail indicates the path: Home > Finance & Administration > Information Technology > Information Security. The main heading is 'Information Security'. The banner features a 'New! Security Awareness Training Requirement' announcement, social media icons for Facebook, Twitter, and Instagram, and the hashtag #ElonSecure. Below the banner is a navigation bar with icons for Security Alerts, Remote Work Safety, Awareness Training, Terms & Definitions, and Resources (circled in red). The sidebar contains a list of links under the 'INFORMATION SECURITY' heading, with 'Awareness Training' circled in red. The main content area includes 'About Information Security' and 'Latest Information Security Threats' sections.

Elon's Safety Zone – Education & Awareness



Stay Informed

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- New employee orientation information
- Periodic training events throughout the year
- Easy ticket submission (infosec@elon.edu)
- Awareness resources available

Information Security Awareness x Information Security Calendar x +

25livepub.collegenet.com/calendars/information-security-calendar

Google Forms Imported bsi. BSI Collection Docu... Elon-25Live NYDFS Cyber Center PCI Training Agree... InfoSec Power BI D... WordPress - Elon W...

ELON UNIVERSITY Information Security Calendar Updated February 20, 2024

February 2024 Month List

S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	1	2
3	4	5	6	7	8	9

Today is: Feb. 21, 2024

Search

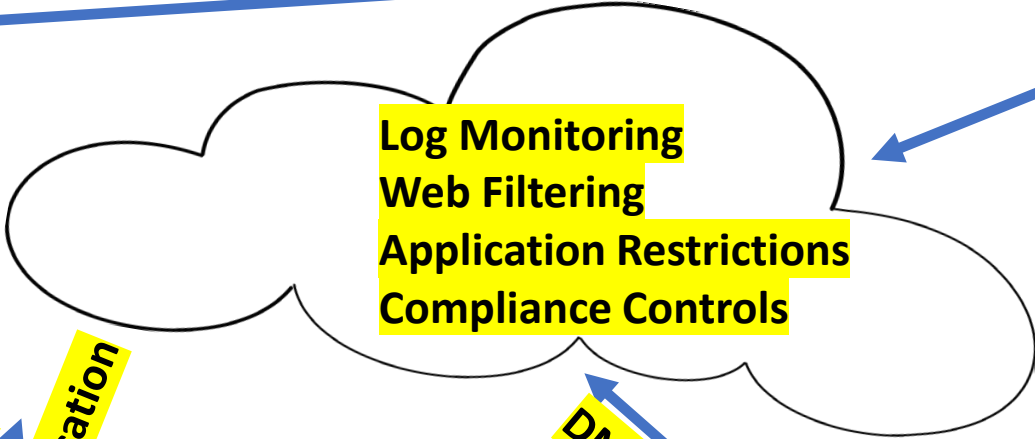
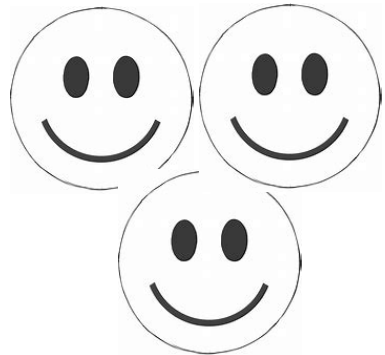
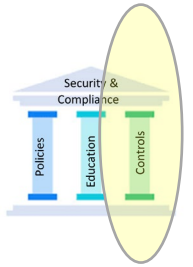
Hosted calendar powered by **CollegeNET**

February 2024

- All
- Sec_ity; U R at the Center**
Wednesday, February 21, 9 – 10am
Location: VIRTUAL EVENT
In this session, Gary Sheehan, Information Security Director, we will talk about how we all can safely use technology at Elon, at home and on the road. We will discuss the steps Elon is taking to make sure our private network is secure and complies with regulations. We will also discuss how each o...
- Sec_ity; U R at the Center**
Friday, February 23, 9 – 10am
Location: VIRTUAL EVENT
In this session, Gary Sheehan, Information Security Director, we will talk about how we all can safely use technology at Elon, at home and on the road. We will discuss the steps Elon is taking to make sure our private network is secure and complies with regulations. We will also discuss how each o...
- Phishing for Complements**
Monday, February 26, 10 – 11am
Location: VIRTUAL EVENT
Cybercrime is an industry that's larger than Education and Healthcare! As extortion, ransomware, and wire fraud become more profitable than ever, their primary weapon is simple: E-mail. Learn about the cybercrime industry, common tactics employed by criminals to separate institutions from their data...
- Sec_ity; U R at the Center**
Tuesday, February 27, 10 – 11am
Location: VIRTUAL EVENT
In this session, Gary Sheehan, Information Security Director, we will talk about how we all can safely use technology at Elon, at home and on the road. We will discuss the steps Elon is taking to make sure our private network is secure and complies with regulations. We will also discuss how each o...
- Phishing for Complements**
Thursday, February 29, 10 – 11am
Location: VIRTUAL EVENT
Cybercrime is an industry that's larger than Education and Healthcare! As extortion, ransomware, and wire fraud become more profitable than ever, their primary weapon is simple: E-mail. Learn about the cybercrime industry, common tactics employed by criminals to separate institutions from their data...
- LastPass to Protect Yourself**
Thursday, February 29, 2 – 3pm
Location: Moseley Center Conference Room 206
Forgot your password ... again? You're not alone; the average user has an overwhelming number of passwords. LastPass is a password management tool that securely stores your passwords, letting you easily log in to any service from any device. University employees can use LastPass to protect their pr...

March 2024

Elon's Safety Zone – Controls



Data Loss prevention

Data Loss Prevention

Multifactor authentication

DNS / IP / App Blocking
IDS / IPS

IDS / IPS
DNS / IP / App Blocking

Log Monitoring
Web Filtering
Vulnerability Scanning

Endpoint Controls
Software Updates
Data Encryption
Problem Management
Policies

Multifactor authentication

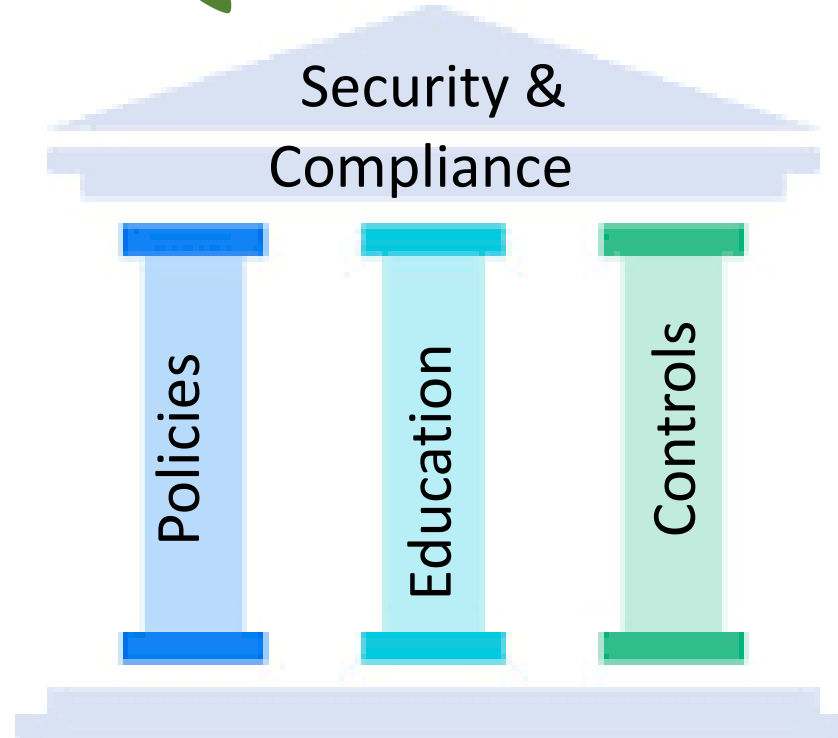


Security Awareness / Education

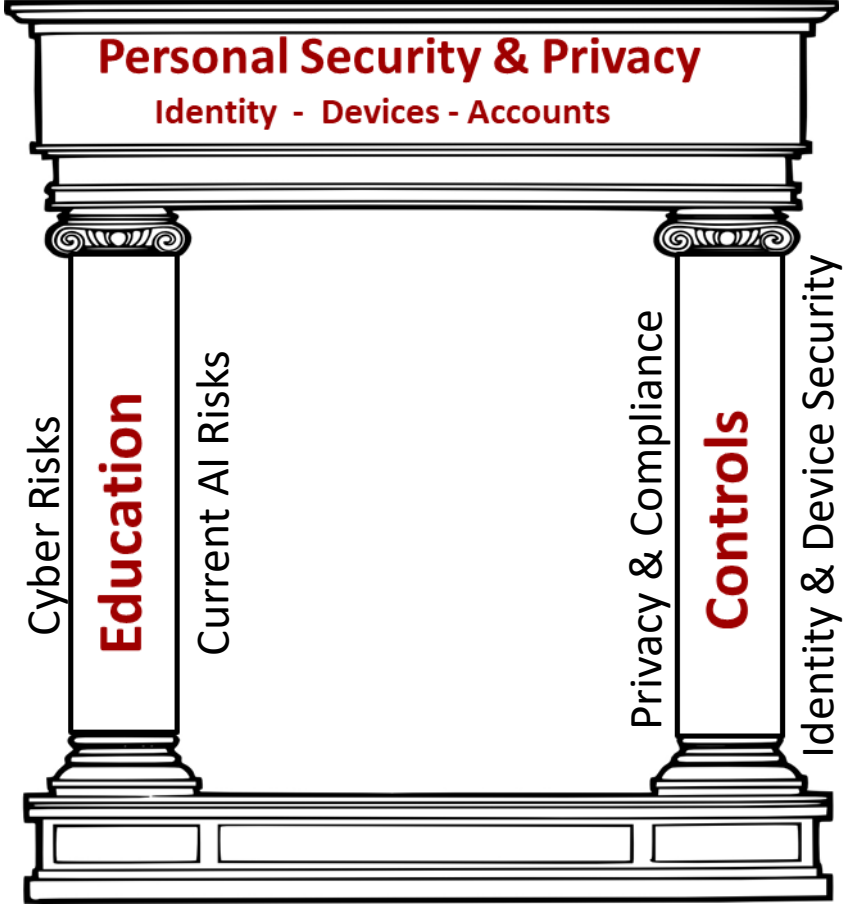


Elon's Safety Zone

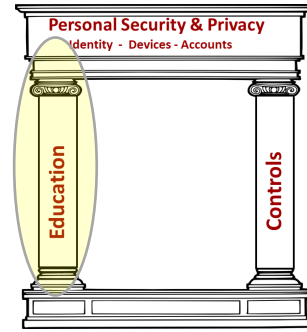
ANY QUESTIONS?



Our Personal Safety Zone



Our Personal Safety Zone - Education & Awareness



ELON UNIVERSITY

Students Faculty & Staff Parents Resources Search Elon.edu GIVE APPLY

Admissions Academics Campus Life Global Athletics Alumni About

Home > Finance & Administration > Information Technology > Information Security

Information Security

New!
Security Awareness Training Requirement

#ElonSecure

Security Alerts Remote Work Safety Awareness Training Terms & Definitions Resources

INFORMATION SECURITY

- > Information Security Policies
- > Information Security Alerts
- > Awareness Training
- > Identify Phishing
- > Stay Safe Online While Working Remotely
- > Awareness Resources

About Information Security

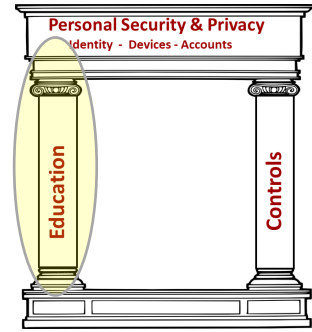
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We encourage you to use information on this site to educate yourself, share what you learn and be diligent in protecting your identity, your devices and university data.

Latest Information Security Threats

Warning: Do not explore or investigate links or email addresses seen in any suspected phishing email. For questions or more information, contact the Technology Service Desk at (336) 278-5200.

Our Personal Safety Zone – Education & Awareness



Home > Finance & Administration > Information Technology > Information Security > Information Security Resources

Information Security Resources

INFORMATION SECURITY

- > Information Security Policies
- > Information Security Alerts
- > Awareness Training
- > Identify Phishing
- > Stay Safe Online While Working Remotely
- > Awareness Resources
- > Work Agreements
- > **Information Security Resources**

We hope these resources will help you stay safe online at work and at home.

- [FTC Guidelines for Privacy](#)
- [Consumer Advice from the FTC](#)
- [Managing Your Privacy](#)
- [Protecting Consumer Privacy and Security](#)
- [Elon Tips for Managing Email](#)
- [Email Phishing Subject Lines to Watch out For](#)

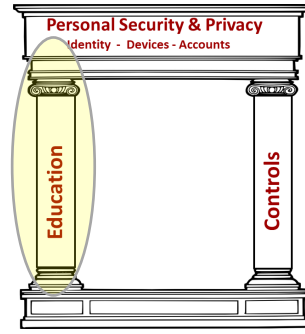
Security Awareness Presentation Slide Decks

- [2022-2023 Cyber Essential Awareness Presentation](#)
- [2023-2024 Security; U R at the Center](#)

Report Threats

CONNECT WITH TECHNOLOGY

Our Personal Safety Zone – Education & Awareness



What is AI?

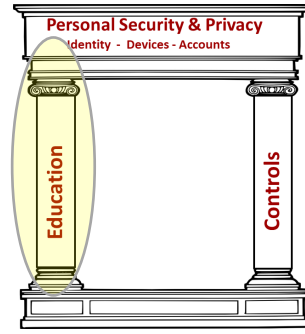
Artificial intelligence is the simulation of human intelligence processes by machines, especially computer systems. Specific applications of AI include expert systems, natural language processing, speech recognition and machine vision.

Current AI-related Risks?

1. Consumer privacy/security/compliance
2. Biased programming & results
3. Physical danger to humans
4. Destructive behavior / Deepfakes
5. Unclear legal regulation

Do the current benefits outweigh the risks?

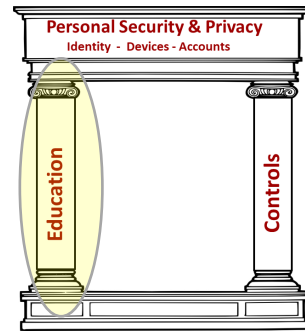
Our Personal Safety Zone – Education & Awareness



So – What Can We Do To Protect Ourselves Today?

- Don't be afraid of AI
- Avoid putting/using confidential information into an AI platform
- Make sure to review and validate any output from an AI-generated response
- Clearly indicate when your content is AI-generated
- Before using AI for Elon purposes, make sure legal and compliance are onboard

Our Personal Safety Zone – Education & Awareness



- Data Back-ups
- Always run software updates – (auto update is best, OS & Apps)
- Enable strong user authentication – (Screen lock / Biometrics, etc.)
- Avoid public wi-fi – (increased exposure to malware and hackers)
- Secure your home network – Check with your ISP
- Practice good application security & privacy, beware of malicious apps
- Be cautious of phishing scams and spoofed email
- Use Social Media wisely

Our Personal Safety Zone – Education & Awareness

Social Media is the Biggest Risk to Privacy

- Be cautious about what you post in Social Media
- Be careful when accepting “Friend” connections
- Search yourself on Google – see what is public
- Consider posting your vacation photos & plans AFTER you get home
- Restrict who can see your friends list, contacts and photos
- Posting photos of job offers or college acceptance letters might reveal too much personal information



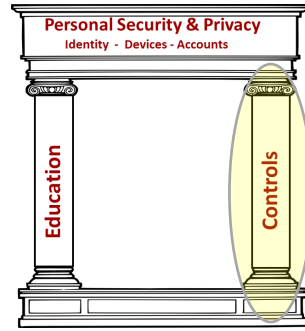
Our Personal Safety Zone – Education & Awareness



18 Most Dangerous Apps for Children in 2023



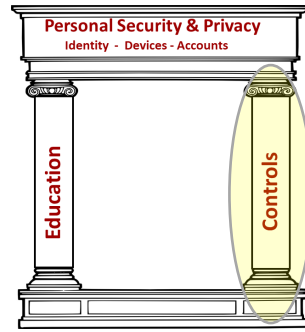
Our Personal Safety Zone – Controls: Device Security



Many of the advances in technology that make our lives easier and more comfortable, also are the biggest threats to our personal privacy.

Social Media
Trackers
Smart Devices
Voice Technology
AI
GPS
Facial Recognition
Camera Technology
Analytics

Our Personal Safety Zone – Controls: Device Security



Privacy Configuration Settings on Mobile Include:

- Location settings / GPS
- Tracking (tracking application use activity)
- Access to your camera
- Access to your microphone
- Access to contacts & calendars
- Fitness / Activity tracking
- Access to your photos
- Access to files and folders
- Bluetooth access
- Access to reminders



Our Personal Safety Zone – Controls: Device Security

Gary's General Rules:

- Grant only required privileges for services
- Review location settings
 - always-on vs. in-use only
- Review Microphone/Camera settings
- Delete all unused apps from your phone.



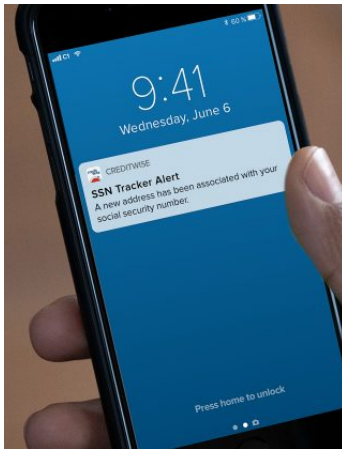
Our Personal Safety Zone – Controls Privacy

- Identity Protection Services
- Credit Card Purchase Protection
- Credit Card Fraud Protection
- Credit Monitoring

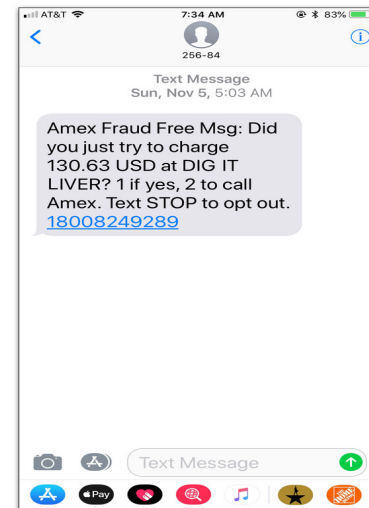


IdentityProtectionReview.com

Purchase alerts are useful for tracking charges made to an associated credit card.



Fraud alerts are especially useful for stopping fraudulent charges in their tracks



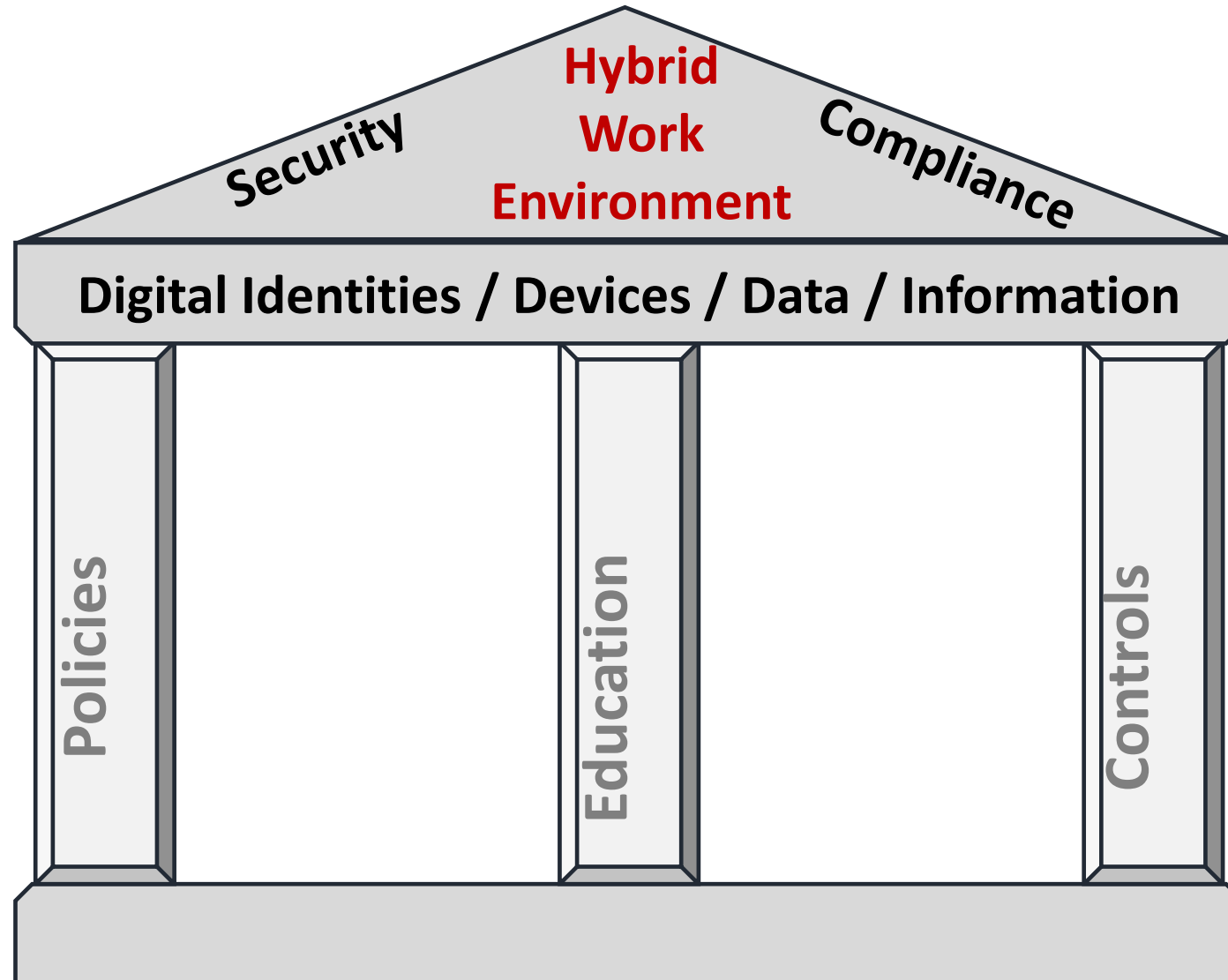
Free credit scores are just the beginning

credit karma

Screen images simulated.

**THE HYBRID
THE HYBRID
WORK
WORK
ENVIRONMENT
ENVIRONMENT
ENVIRONMENT**

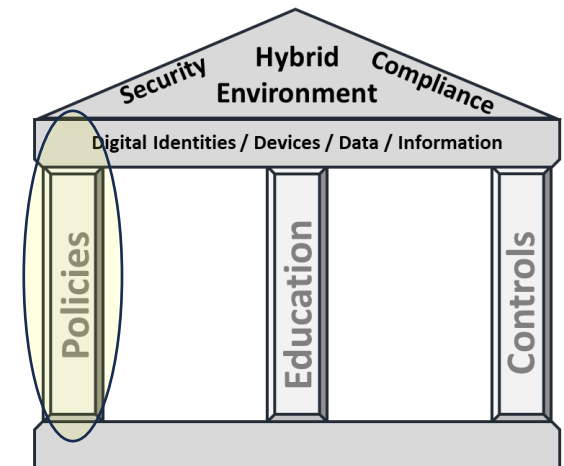
Keeping Safe in a Hybrid Work Environment



Keeping Safe in a Hybrid Work Environment - Policies

Policy Requirements:

- Administrative & Technical
 - Policies should address the workplace expectations and responsibilities.
 - Policies should address technical requirements for supporting a telework/remote environment
 - All policies must support Boldly Elon

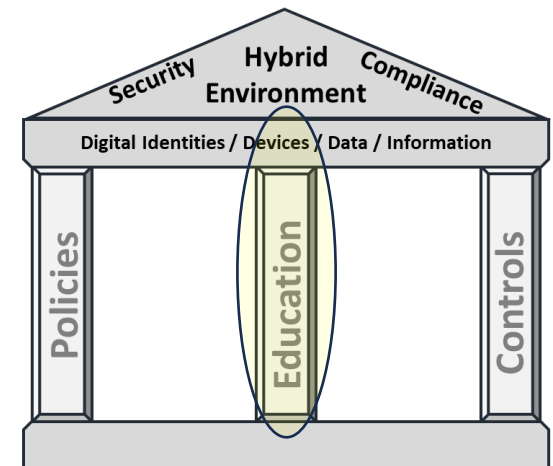


Keeping Safe in a Hybrid Work Environment - Education

There is always free cheese in a mousetrap!



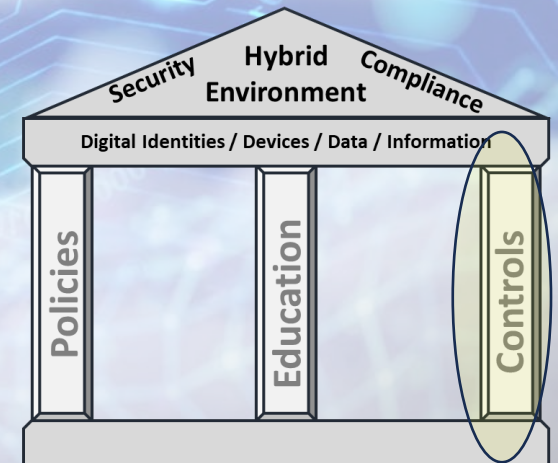
Don't get caught in the trap.



Keeping Safe in a Hybrid Work Environment - Controls

• Technology Controls in a Hybrid Work Environment

- Digital Identity Management
- Device authentication
- Device security
- Strict password management



Keeping Safe in a Hybrid Work Environment - Controls

What is LastPass...? ?

- Only remember one password
- Easily retrieve passwords, on any device, through your LastPass vault
- Create secure passwords through the LastPass password generation tool
- Mobile app
- Easily and securely share passwords with work a team
- Can be shared with family members

Compliance is Key



Regulatory compliance requires a business follow state, federal, and international laws and regulations relevant to its operations.



Compliance is Key



Area of Compliance	Number of Requirements
Finance (Tax, Accounting, Donors, Financial Aid)	79
Academic	27
Campus Safety	7
Copyright	7
Disabilities Accommodations	13
Environmental	28
Export Controls	8
Health Care	3
Human Resources	54
IT / IT Security	34
Research	7
Miscellaneous	20
	287

Compliance is Key



Requirement	Data / Information Impacted	Responsibility
Title IV / - Financial Aid	Manages federal funds disbursed to a student's account in excess of allowable charges.	Patrick Murphy
Health Insurance Portability and Accountability Act (HIPAA)	Medical / health related information for all individuals.	Jana Lynn Paterson
Clery Act	A consumer protection law that aims to provide transparency around campus crime policy and statistics.	Sgt. Paul Smith
Title IX	Prohibits sex-based discrimination in any school or any other education program.	Megan Karbley
National Collegiate Athletic Association (NCAA)	Institutions must conduct their athletics programs with integrity and in compliance with conference and NCAA rules and regulations.	Jeffrey Scheible
The Americans with Disabilities Act (ADA)	Protects the civil rights of people with disabilities in many aspects of public life.	Megan Karbley
Payment Card Industry Standard (PCI-DSS)	Credit card processing formation – electronic commerce	Gary Sheehan
Unrelated Business Income Tax (UBIT)	Managing tax and tax data on unrelated business income	Susan Kirkland
General Data Protection (GDPR)	Personally Identifiable Information for European Union citizens	Gary Sheehan
Gramm-Leach-Bliley Act (GLBA)	Student financial information and other non-public student information	Susan Kirkland
Family Educational Rights and Privacy Act (FERPA)	Student non-public personal and academic information	Rodney Parks
State Privacy Laws (PII)	Any representation of information that permits the identity of an individual to whom the information applies to be reasonably inferred by either direct or indirect means.	All Employees

Compliance is Key

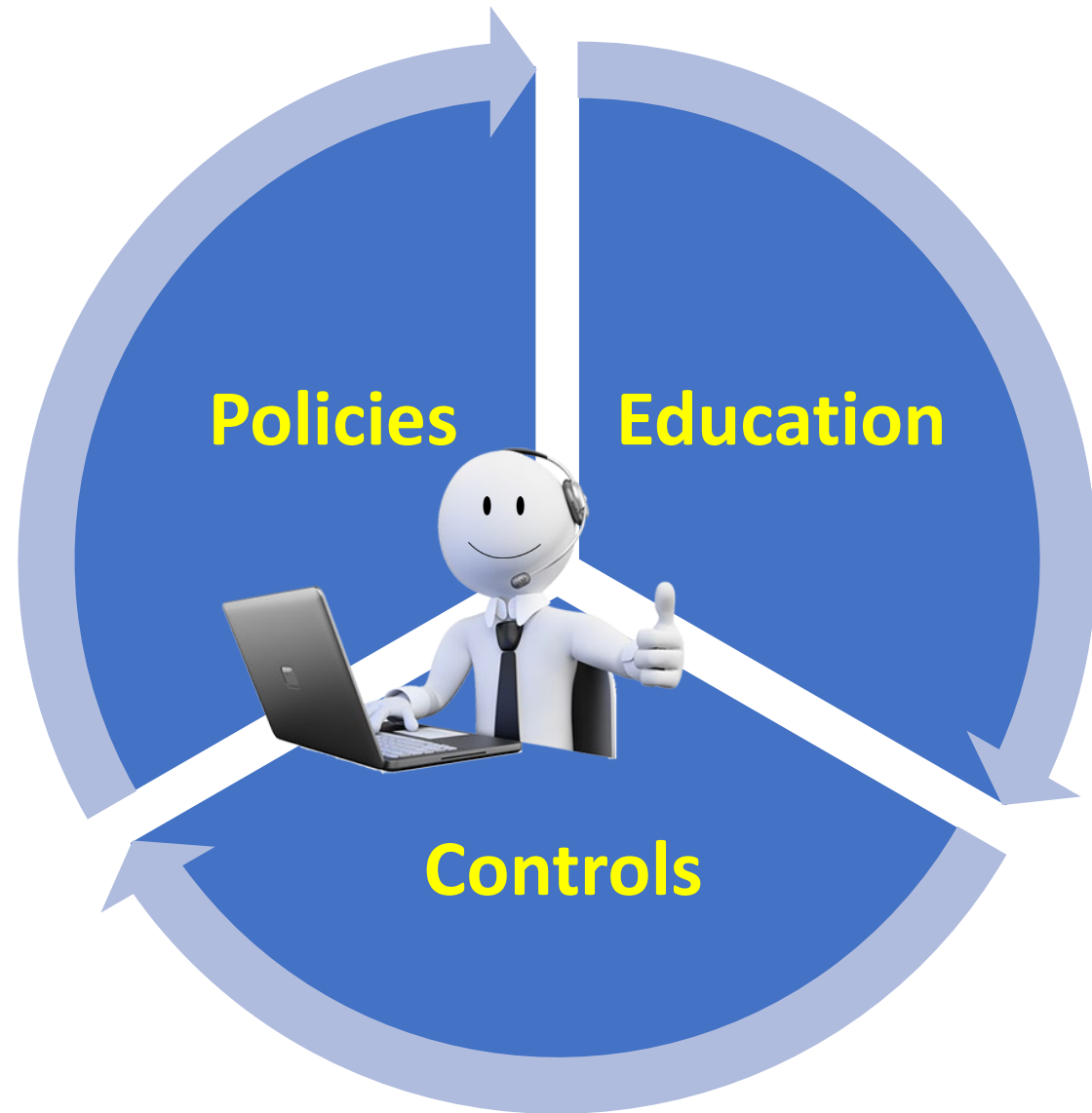


Everyone who handles, accesses, stores, transmits or processes regulated data or sensitive data has a responsibility to be aware of and comply with regulatory requirements.

Personal information, when misused or inadequately protected, can result in identity theft, financial fraud, regulatory non-compliance and other problems that collectively cost people, businesses and governments millions of dollars per year.

Summary

- Working at Elon
 - Teleworking
 - Hybrid Environment
 - Compliance
-
- Policies
 - Education
 - Controls



We all must do our part to Ensure Cyber Safety, Data Privacy & Compliance

Q & A



Feedback is welcome
and appreciated.