



**INFORMATION TECHNOLOGY:
INFORMATION SECURITY POLICY**

Policy Type:	Board of Governors	Initially Approved:	January 12, 2010
Policy Sponsor:	President and CEO	Last Revised:	March 10, 2026
Administrative Responsibility:	Information Technology (IT)	Review Scheduled:	February 2027
Approver:	Board of Governors		

A. INTENT

AUArts is committed to ensuring the confidentiality, integrity, and availability of its Information Assets. This policy establishes a cybersecurity governance framework aligned with business objectives, regulatory requirements, and international standards for enterprise security.

B. SCOPE

This policy applies to all authorized users, including employees, students, contractors, third-party vendors, and other University affiliates who access, manage, or interact with institutional data, systems, or services.

C. POLICY STATEMENT

1. Adequate processes and procedures are established for the security of institutional Information Assets.
2. Regular internal and external audits are conducted to ensure that current security safeguards, standards and procedures are effective.
3. An inventory of all Information Assets is maintained and updated on a regular basis.
4. Information Assets shall be classified as Public, Internal Use, Confidential, or Restricted based on sensitivity to the organization. Appropriate security standards for each level of classification shall be established and implemented.
5. Approval, authentication and periodic review processes are established for managing all access to institutional Information Systems, including remote access.
6. An Information Technology Risk Management program is implemented and maintained in alignment with the Enterprise Risk Management program and practices.
7. Change Management procedures and processes are established for controlling and managing changes to the collection, storage and maintenance of Information Assets.
8. Security awareness and training programs are provided to all users.
9. A cybersecurity program is established and shall report annually to the Board of Governor’s Finance and Audit Committee.

10. Internal processes are in place to monitor for, assess, and respond to information security threats and exposures.

D. DEFINITIONS

Information: AUArts’ data in any form or media, including databases and files, collected, transmitted, stored or maintained on AUArts’ Information Systems.

Information Systems: AUArts’ Information Technology (IT) networks, systems and applications.

Information Assets: Information and Information Systems.

E. RELATED POLICIES

- Risk Management Policy
- Access to Information and Protection of Privacy Policy
- IT Backup, Retention and Disposal Procedure
- IT Risk Management Procedure
- IT Information Classification Procedure
- IT Change Management Procedure
- IT User Access Policy
- Mobile Device Acceptable Use Policy
- IT Acceptable Use Policy
- IT Malware Procedure

F. RELATED LEGISLATION

- Alberta, Protection of Privacy Act (POPA)

G. REVISION HISTORY

Date (mm/dd/yyyy)	Description of Change	Sections	Person who Entered Revision (Position Title)	Person who Authorized Revision (Position Title)
07/31/2020	Updates	Template Update and Content Revisions	Director, CTS	President and CEO
01/16/2026	Content Revisions	C.4 Updated to include 4 categories C.8 Added Section 8 F. Updated Related Legislation to include new Privacy Legislation Minor grammatical fixes	Manager, IT Security	President and CEO