Appendix A: Regulated Data Standard

Contact the Information Security Office at security@unomaha.edu for questions about this standard. UNO engages in research, teaching, clinical, and business activities that encompass a variety of regulated data. This standard defines permitted and regulated uses of such university-owned data.

Scope and Authority

This standard applies to all faculty, researchers, staff, students, and contractors of UNO. The Information Security Office, a division of Information Services, is responsible for the maintenance and interpretation of this standard.

Standard

Members of the university community have an individual and shared responsibility to:
- Maintain university-owned regulated data only in the environments permitted by this standard;
- Never maintain university regulated data on personally-owned devices or via personally-maintained services; and
- Report a violation of this standard, whether intentional or unintentional, as an information security incident per the *UNO Digital Security Incident Response Policy* to security@unomaha.edu within twenty-four (24) hours.

Definitions

Term	Definition
Regulated Data	Data that requires the university to implement specific privacy and security safeguards as mandated by federal, state, and/or local law, or university policy or agreement. Regulations or categories of data most applicable to UNO include: • Family Educational Rights and Privacy Act (FERPA) • Health Insurance Portability and Accountability Act (HIPAA) • Social Security Numbers (SSNs) • Gramm Leach Bliley Act (GLBA) • Payment Card Industry Data Security Standards (PCI-DSS) • Sensitive Identifiable Human Subject Research • Export Controlled Research - International Traffic in Arms Regulations (ITAR) • Export Administration Regulations (EAR) The University of Nebraska has defined the following student information as public directory information: • Student name • Local address • Permanent address • Telephone listings • Year at the university • Dates of attendance • Academic college and major field of study • Enrollment status (i.e. undergraduate or graduate; full-time or part-time) • Participation in officially recognized activities and sports • Degrees, honors, and awards received
IT Environment	Any IT service directly maintained by the university, under contract or agreement with UNO, or that is personally owned or maintained but is used for university business.
University-owned	Any data that is created or maintained under the auspices of an individual's institutional role as a university employee or affiliate.
Personally-owned	Any device or service that is not governed by a university contract or agreement.

Related Information

UNO Digital Security Incident Response Policy