VSU Password Policy Standard (Information Security Policy)
https://www.valdosta.edu/administration/policies/documents/information-security.pdf

VSU Data Classification and Protection Standard (From University System of Georgia)
https://www.usg.edu/siteinfo/web_privacy_policy

USG Information Technology Handbook - Section 5.3.2 Cybersecurity Incident Reporting Requirements
https://www.usg.edu/information_technology_services/assets/information_technology_services/documents/ITHB_(v2.9.6)_.pdf

VSU Branding Guidelines
https://brand.valdosta.edu

Naming of Unofficial VSU Social Media Accounts
https://www.valdosta.edu/administration/policies/documents/stakeholder-communication.pdf

Creating New Online Resources and Managing Existing Content
Each unit, department, or office must have a policy for the establishment of Institution Online Resources, the management of existing Institution Online Resources, approval of content, and the deletion of online resources no longer needed. Each unit, department, or office is responsible for the content created on or posted to Institution Online Resources under its control, including responsibility to ensure that content (i) complies with applicable USG and institution policies, (ii) complies with federal accessibility requirements, and (iii) does not violate the intellectual property rights of third parties.

Each unit, department, or office at Valdosta State University will use the Unit Policy Form, located in Appendix B. The Unit Policy Form is required to be completed and returned to the Office of Strategic Communications at communications@valdosta.edu. The Director of Strategic Communications, Director of Internal Audits, or any Cabinet level officer can initiate a review of the practices at any time to ensure compliance with this policy.

Management of Institution Online Resources:

a. **Management** Administrative privileges for any Institution Online Resources may only be assigned to institution employees or outside contractors whose job duties include the administration of such accounts.
b. **Transition of Management** Part of the separation process for employees shall include the transition of account control over any Institution Online Resources managed by the departing employee.
c. **No Management by Students** Students, student employees, and students with educational purposes shall not be granted administrative access privileges or duties over Institution Online Resources without express written permission from the appropriate employee with designated approval authority for the Institution Online Resource and with appropriate approval and oversight procedures in place for any content the students are to publish on Institution Online Resources.

Online Resources Ownership, Control, and Use

Moderation of Third-Party Content
Content created by third-party users of Institution Online Resources shall be moderated in compliance with applicable institution policies governing the posting of content on such Institution Online Resources and subject to any applicable terms and conditions or end user agreements of the third-party hosting platform.

Removal of Unauthorized Content
Any content created on or posted to an Institution Online Resource that has not been approved pursuant to the rocess or is otherwise not in compliance with university policies governing content for such Institution Online Resource shall be removed promptly following discovery. The authority and responsibility for removing unauthorized content will reside with the unit, department, or office that controls the online resource where the content is located. Ultimate authority for the approval or removal of content on Institution Online Resources rests with the President of the institution.

a. **Cybersecurity** Any suspected unauthorized content should be immediately reported to the

privacy and cybersecurity concerns.

Affected Stakeholders
Indicate all entities and persons within the university affected by this policy:

☐Alumni	☒Graduate Students	☒Undergraduate Students
☒Staff	☒Faculty	☒Student Employees
☐Visitors	☐Vendors/Contractors	☐Other:_____

Policy Attributes

Responsible Office(s)	Strategic Communications and Information Technology
Approving Officer or Body	University Council
Date Approved	University Council approved 02/28/2023
Publication Date (if different than approval date)	
Next Review Date	03/01/2025

Online Resources Ownership, Control, and Use

APPENDIX A