

ADMINISTRATIVE DIVISION Division of Information Technology		POLICY NUMBER IT 3.00	
POLICY TITLE Information Security			
SCOPE OF POLICY USC System		DATE OF REVISION December 18, 2025	
RESPONSIBLE OFFICER Vice President for Information Technology and Chief Information Officer		ADMINISTRATIVE OFFICE Information Technology	

PURPOSE

The University of South Carolina Information Security Policy describes responsibilities and expectations with regard to the University’s Information Security Program.

DEFINITIONS AND ACRONYMS

University Information Technology (IT) Asset: Any technology, software, or device that stores, transmits, or processes university data. Personal devices that access university data or Information Technology (IT) assets are subject to this policy.

User: Any person accessing university data or information technology (IT) assets, including but not limited to: students, faculty, staff, contractors, clients, consultants, invited guests, and others working at or for the university.

POLICY STATEMENT

The University of South Carolina strives to provide a safe computing environment and is committed to securing its data and IT resources per state and federal laws, statutes, and regulations. In order to support risk management and compliance efforts, the University Information Security Office (UIISO) is authorized to administer the university-wide Information Security Program.

The UIISO develops and publicizes the Information Security Program and coordinates all security incident response. Users and managers of university data and IT assets follow the Information Security Program.

The University prohibits interference with—or avoidance of—security measures. Such actions may be grounds for investigation and disciplinary action.

PROCEDURES

The accompanying procedure provides additional details on the administration and management of this policy. The procedure can be found here: [Information Technology Policies - Division of Information Technology | University of South Carolina](#)

RELATED UNIVERSITY, STATE AND FEDERAL POLICIES

[FINA 4.11 Credit/Debit Card Processing Policy](#)
[HR 1.39 Disciplinary Action and Termination for Cause](#)
[STAF 6.26 Student Code of Conduct](#)
[UNIV 1.51 Data and Information Governance](#)
[UNIV 1.52 Responsible Use of Data, Technology, and User Credentials](#)

HISTORY OF REVISIONS

DATE OF REVISION	REASON FOR REVISION
July 31, 2020	Revised to match updated policy template, related university policy references
December 18, 2025	Link to procedures