

VII 01 04 Cloud Use

Purpose

The purpose of the Information Technology (IT) department's "Cloud-Based Storage Policy" is to address the faculty and staff's usage of cloud based storage, sharing and synchronization of data. This policy addresses all cloud based storage, with common examples including but not limited to Dropbox, Box, Google Drive, and OneDrive for Business. With this in mind, this policy has been created to provide the position of Volunteer State Community College relative to the use of cloud-based storage products and to minimize the risk of exposure and data loss.

I. College Position

The position of Volunteer State Community College is that Microsoft's OneDrive for Business is the only cloud based storage solution that is currently accepted by the TBR and VSCC for use, including but not limited to data that contains information protected by the Family Education Rights and Privacy Act (FERPA), Health Insurance Portability and Accountability Act (HIPAA) or any information which is regulated, restricted, confidential, or personally identifiable. OneDrive for Business is a solution that is supported by Information Technology staff and has a business relationship with Volunteer State Community College and the Tennessee Board of Regents.

The Tennessee Board of Regents provides for an agreement with Microsoft that protects PII and FERPA data. In short, OneDrive for Business is a vetted solution that includes risk management and protection for the college. Thus, OneDrive for Business is the only solution provided by the Office of Information Technology for use by faculty and staff of the college.

Faculty and staff who self-provision another cloud service will have no protection against personal liability from the college in the event of a data leak or breach.

VSCC Source: President's Cabinet, September 12, 2016