

UC Irvine
Information Security and Privacy Committee Charter
(2018)

Purpose and Charge

The Information Security and Privacy Committee (“ISPC Committee”) is charged with evaluating both UC Irvine’s information security and UC Irvine’s privacy strategies and operations. The ISPC Committee sets strategic direction for information security and for privacy programs, reviews policies, procedures, and operations and identifies potential areas of vulnerability and risk. The ISPC Committee is a standing subcommittee of the Campus Ethics, Risk and Compliance Committee.

Responsibilities

The Committee’s duties include:

Information Security

- Assessing inventory of high - risk information assets (paper and electronic) and coordinating unit plans to address information privacy and security weaknesses.
- Reviewing specific information security and privacy breaches and Incident Response Team (IRT) reports within the University.

Privacy

- Coordinating privacy awareness campaigns on campus.
- Advising campus leadership concerning privacy issues raised in campus operations.

Information Security and Privacy

- Reviewing information security and privacy policies and standards and recommending improvements and revisions, as appropriate.
- Serving as resource for the University on information security and privacy issues.
- Evaluating conflicts between information security and privacy issues, including academic freedom.
- Evaluating information security and privacy training needs.

Governance

The ISPC Committee reports to and is a standing subcommittee of the UC Irvine Campus Ethics, Risk and Compliance Committee. The ISPC Committee will meet regularly; a majority of members must be present to conduct a meeting.

Membership

Different segments of the campus community shall be represented by member of the ISPC Committee, as follows:

1. Campus Privacy Official, co - chair
1. Chief Information Security Officer – Risk and Compliance, co - chair
2. Designee from Wellness, Health and Counseling Services
3. Chief Information Security Officer – Architecture and Operations
4. Chief Compliance and Privacy Officer for UCI Health
5. Chief Information Officer and Associate Vice Chancellor for Office of Information Technology
6. Chief Information Security Officer for UCI Health
7. Export Control Officer
8. Two or Three Designees from Academic Senate
9. Designee from Academic Personnel
10. Designee from Campus Counsel
11. Designee from Enrollment Services
12. Designee from Human Resources
13. Designee from Internal Audit Services
14. Designee from Libraries
15. Designee from Office of Research
16. Designee from Public Records Office
17. Designee from Risk Management
18. Designee from School Administration
19. Designee from UCI Police Department
20. Designee from University Advancement

The ISPC Committee may recommend additional members, with final membership decisions confirmed by the Provost and Executive Vice Chancellor.

Committee members will act in the interests of the University, guided by expertise in their respective disciplines, and will provide a formal liaison to their respective units.