February SYS Institution Policy Distribution, Operational Policy Approval & Upcoming Effective Date Reminder

UW System Administrative Policies <SYSPolicies@uwsa.edu>
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This email is going to Provosts, CBOs, SSAOs, CDOs, CIOs, the Technology and Information Security Council, and Designated Institutional Policy Contacts. Please distribute to others as needed.

February Policy Distribution

The one policy and one procedure in the February Policy Distribution are listed below:

- SYS 399.2, Cost Benefit Reporting
- SYS 1041, Information Security: Logging and Monitoring

Click on the links from the "February Distribution Policies" button to view the drafts and ensure that your feedback is captured for review during the post-comment period. Comments can include attachments, including word documents and PDFs.

Below find brief summaries of the policies. Complete summaries are located at the top of the draft policy pages.

Submit feedback for the policies by Friday, March 5, 2021.
SYS 399.2, *Cost-Benefit Reporting*

This procedure will be effective upon approval.

This procedure describes the reporting requirements for administrative support to primary fundraising foundations and associated affiliated organizations, in accordance with *Regent Policy Document 21-11, Cost-Benefit Reporting for Foundations and Associated Affiliated Organizations*. These reports must be in a format developed by and submitted to the Vice President for Finance by March 31st of the following fiscal year.

- Support to primary fundraising foundations must be reported annually.
- Support to associated affiliated organizations valued at $100,000 or greater must be reported annually.
- Support to associated affiliated organizations valued at less than $100,000 must be reported at least once every five years.
- Institutions should consider the following in the development of this report:
  - Direct salary and fringe benefit support
  - Facilities support
  - Support returned to the UW

SYS 1041, *Information Security: Logging and Monitoring*

This policy will be effective March 1, 2022.

The purpose of SYS 1041, *Information Security: Logging and Monitoring* is listed below.

- To establish a logging and monitoring program for computer security-related information within the University of Wisconsin (UW) System to aid in the early identification and forensics of security events
- To establish the groundwork necessary for Information Technology as a Service (ITaaS) security operations, such as security monitoring and threat hunting
- Establishes requirements for the security of logs to protect the confidentiality, integrity and availability to necessary personnel
- Establishes new retention requirements for computer security-related logs
Operational Policy Approved

On February 18, 2021, Interim President Thompson approved a technical revision to SYS 1, *Development, Revision, and Approval of UW System Administrative Policies, Procedures, & Guidelines*. For more information on the SYS policy revision, see below.

**SYS 1, Development, Revision, and Approval of UW System Administrative Policies, Procedures, & Guidelines**

*This policy is effective upon approval.*

Summary of Policy and Policy Revisions

- The revisions to SYS 1, *Development, Revision, and Approval of UW System Administrative Policies, Procedures, & Guidelines* grant procedural approval authority to the Executive Director of UW-Shared Services.

- In the last paragraph of Section 6.B, added “All procedural documents associated with administrative policies shall be approved by the appropriate Vice President or the Executive Director of UW-Shared Services…”

- In the second paragraph of Section 6.C, added “That justification must be approved by the relevant UW System Vice President or the Executive Director of UW-Shared Services and UW System President prior to any extension taking effect.”

Affected Areas on Campuses

- This policy does not apply to Regent Policy Documents (RPDs). It also does not apply to institution-specific policies, procedures, or guidelines.

Campus Implementation

- This policy does not apply to RPDs or institution-specific policies, procedures, or guidelines.

Additional Communication

- No further communication is planned at this time.

Information Security Policy and
Procedures Upcoming Effective Date

As a reminder, the following policy and procedures have an effective date of April 1, 2021:

- SYS 1039, Information Security: Risk Management

Please review the policy and procedures using the links above and be prepared to comply with the provisions by the effective date.

Stay updated with the policy development process by subscribing to an RSS feed [here](https://outlook.office.com/mail/inbox/id/AAQkADkyYmQ0ZGM5LTJkNzQtNDg4Yy04MTJmLTZkNTUwZGUwN2ZlZgAQADeow2DQUUg3p1ifRiurcys%3D). You can use this feed with your favorite RSS reader or subscription service.

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