

3357:13-19-241 Wireless Access Procedures

- (A) It is the intention of the IT department of North Central State College to provide a high level of reliability and security when using the wireless network. Wireless Access points are distributed around the College campus and satellite locations to provide and maintain connectivity when roaming about the campus.
- (B) All wireless infrastructure devices that allow access to North Central State College's network must provide the following:
- (1) Use Extensible Authentication Protocol-Fast Authentication via Secure Tunneling (EAP-Fast), Protected Extensible Authentication Protocol (PEAP), or Extensible Authentication Protocol-Transport Layer Security (EAP-TLS) as the authentication protocol.
 - (2) Use Temporal Key Integrity Protocol (TKIP) or Advance Encryption System (AES) protocols with a minimum key length of 128 bits.
 - (3) All wireless networks will be monitored and use preventative techniques to minimize risk of unauthorized intrusion attempts. Techniques may include, but not limited to, endpoint integrity checks, wireless network behavioral analysis, and data log analysis before allowing wireless devices to connect to College network resources.
- (C) Guest Wireless Access
- (1) Self-Created Guest Access - Visitors to the North Central State College campus can self-create guest account credentials using the Self Service Wireless Account Creation page. (Note that this page can only be accessed on NCSC campus.) Guest users must be able to receive SMS text messages (standard text message rates apply) on their cell phone to use this service. Guest accounts created using this service expire at midnight on the day they are created. The College guest must read and agree to the disclaimer on the Self Service Wireless Account Creation page prior to accessing the guest wireless network.
 - (2) Staff-Sponsored Guest Access - NCSC faculty and staff may request guest wireless accounts for College guests who will need wireless access for an extended period of time. Faculty and staff sponsoring the guest will be required to fill out a Temporary Guest Wireless form. These accounts may be pre-created and activated on a specified date, which is ideal for scheduled visitors. Guest accounts created using this service are valid for up to two weeks.
 - (a) Staff –Sponsored Guest wireless access will require a staff or faculty person sponsor before a guest account is created. All guest access accounts will provide access for only a limited time period. Guest access requires that the IT Service Desk is notified 48 hours prior to the arrival of the guest. The notification can be emailed to the IT Service Desk and provide the following information:
 - (i) Name of event
 - (ii) Staff or faculty member sponsor
 - (iii) Length of time wireless access will be needed (1 day up to two weeks)

- (b) The College guest will have to read and agree to the disclaimer prior to accessing the guest wireless network. The disclaimer statements will remove the College from any liability for data loss or stolen data.
- (c) Disclaimer: North Central State College is not responsible for sensitive information communicated through this “Guest Wireless” connection, such as credit card, personal data, or banking information, etc. North Central State College encourages guests, to be sure their device’s anti-virus and firewall software are up-to-date.

North Central State College assumes no responsibility and shall not be liable for any loss of data, damage, or viruses/malware that may infect the device as a result of access to, or use of the “Guest Wireless” connection.

- (d) Restrictions - North Central State College policy requires that all deployments of wireless infrastructure be installed and maintained by the IT department. Installing departmental or do-it-yourself wireless access points is prohibited. This restriction is put in place to avoid possible interference with the College wireless network, unnecessary impact to the wired network and minimize undue security risks to the College. Additionally, in areas where centrally-managed wireless networking is available any pre-existing locally managed access points will be removed.

- (i) Only devices authenticated via North Central State College account credentials may access network resources on the College wireless network.

- (ii) Unauthenticated visitors will only be able to access the Internet through the Self Service Wireless Account Creation page, accepting the disclaimer statements and providing their email address.

- (e) Role-based access (ie. president@ncstatecollege.edu) to the network shall be established using the user’s North Central State College account credentials. All data transactions shall be encrypted and secured. Role based users will be limited to those same services they are permitted to access via wired network controls.

- (D) Enforcement - Policy and practice violations may be subject to disciplinary action, up to and including termination of employment depending on the complexity or severity of the violation.

Effective: March 1, 2016

Expires: March 1, 2021

Review Dates: 3/1/16