



## SERVER AUDIT LOGGING STANDARD

---

### **Scope:**

These requirements apply to all class A, B, or C servers hosted at Kennesaw State University or at contracted external data centers, as defined in the IT Policy Glossary. Network infrastructure devices (switches, routers, etc.), classroom technology devices, and network printers are excluded from these requirements.

### **Purpose:**

The Server Audit Logging Standard was created to meet the requirements specified in the USG IT Handbook Section 3.2 establishing a uniform auditing standard across KSU's IT systems. This standard will increase understanding of abnormal events, support investigative requirements around system events, increase system availability, facilitate incident response, and align with State of Georgia Audit requirements.

### **Server Audit Logging Standard Process:**

1. Retention:  
Logs should be retained for a minimum of 30 days. For systems in which log volume makes 30-day retention unfeasible, logs should be retained as long as possible without affecting the availability of hosted services.
2. All Servers:
  - a. Account creations / locks / deletions
  - b. Password resets
  - c. Login success / failure
  - d. Service installation / removal / start / stop
  - e. Restarts / shutdowns
  - f. Patch / Package install/upgrade
3. Web Servers (in addition to "All Servers" section)
  - a. Web Server Access Logs
  - b. Page updates & deletions (SFTP, FTP, SSH, HTTP, HTTPS)

**Exceptions:**

Request any exception to this standard via a service ticket to the KSU Service Desk at <https://service.kennesaw.edu>

**Review Schedule:**

The Server Audit Logging Standard will be reviewed annually by the Vice President of Information Technology and Chief Information Officer or his/her designee.

Issue Date	February 8, 2010
Effective Date	February 1, 2018
Last Updated	May 13, 2021
Responsible Office	Office of the Vice President of Information Technology and Chief Information Officer
Contact Information	Office of the Vice President of Information Technology and Chief Information Officer, Office of Cybersecurity Phone: 470-578-6620 Email: <a href="mailto:ocs@kennesaw.edu">ocs@kennesaw.edu</a>