Standard Title	Research Technology Standard
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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: ocs@kennesaw.edu

Scope:

The Research Technology Standard governs the use of data and technologies affiliated with research at Kennesaw State University.

Definitions:

1. *Research Network*: Infrastructure designed to support the information technology needs of academic and research institutions. It may be segmented from the enterprise network logically or physically, or may be part of a larger network, depending on academic need and security requirements.

2. *Enterprise Network*: All devices, cabling, and software which constitute the backbone network, all Local Area and Wireless Networks, and telephone networks.

Research Technology Process:

1. For research not supported by external funding, the principal investigator must consult with University Information Technology Services (UITS) on data security requirements prior to the commencement of research.

2. For research supported by external funding, or work done under contract, the principal investigator must consult with UITS during the proposal development to ensure KSU and contractually mandated data security requirements are met.

3. Institutional approval or countersignatures on data use agreements or other data acquisition contracts will not be provided until UITS has approved a data & technology plan that conforms to stipulations in the relevant agreement(s).

4. Researchers can contact UITS via the Service Desk at: https://service.kennesaw.edu

Research Data Security:

1. Users must adhere to security requirements specified in external awards, contracts, and/or data use agreements.

2. Users must abide by all applicable University policies.

Research Networks:

1. Research Networks may be granted exceptions from existing institutional policy. These exceptions must be documented via a Service Level Agreement (SLA) between the principal investigator and UITS.

2. Processes conducted on Research Networks cannot interfere with the operations of the Enterprise Network. UITS reserves the right to terminate connectivity to Research Networks that disrupt Enterprise Network operations.

Exceptions:

Exceptions to the Research Technology Standard are individually reviewed by the Chief Information Officer and Vice President for Information Technology, or his/her designee. The principal investigator must complete the following process:

1. Principal investigators seeking exceptions to this standard must request approval and collaborate with UITS to ensure that the Enterprise Network will not be adversely affected.

2. The requestor must detail the purpose of the exception and submit to the KSU Service Desk at https://service.kennesaw.edu.

Review Schedule:

The Research Technology Standard will be reviewed annually by the Office of the Chief Information Officer and Vice President for Information Technology or his/her designee.