

Student Affairs Technology Policy

Title	System Access Policy	Approved Version	2.0
Reference	Roles & Rights Table	Next Review Date	June 2026
Owner	Vice President Division of Student Affairs	Date of Publication	June 2025

Policy

Access to and functional authority over dedicated systems within the Florida Atlantic University Division of Student Affairs shall be granted based on predefined roles and associated permissions. These roles and rights are established to ensure secure, appropriate, and efficient use of university systems.

Exceptions to this policy may be granted with the approval of the appropriate management team. This policy does not supersede, in part or in whole, any policies established by the Office of Information Technology (OIT). It is intended to align with and support broader university standards for system access, security, and governance.

Purpose and Description

This policy is intended to ensure the security, confidentiality, and integrity of data within all systems managed by the Division of Student Affairs. Access to these systems will be limited to the specific functions and systems necessary to fulfill an individual's job responsibilities.

The Technology Services team will collaborate with each department to define and maintain a role-based access matrix for each system. These roles and corresponding access rights will be mapped to staff positions or other individuals requiring system access.

The purpose of this System Access Policy is to ensure that access levels are appropriate to each user's responsibilities, supporting secure and efficient operations without restricting necessary functionality or effectiveness.