

ROGER WILLIAMS UNIVERSITY

Data Storage Policy

Roger Williams University is committed to protecting its data. Data Storage environments including Cloud Storage are useful in many ways. However, there are inherent risks relative to security, copyright, privacy, and data retention. Unlike data stored on premise, when documents are saved in Cloud Storage environments, the University must identify the appropriate administrative and access controls for the stored data. This policy notes best practices and applies to all University employees and affiliates that store the University Data classifications outlined in this policy.

This policy applies to all persons accessing University data on premise and/or using 3rd party services capable of storing or transmitting protected or sensitive electronic data that are owned or leased by Roger Williams University, all consultants or agents of the University and any parties who are contractually

