IS 497B: Information Security and Assurance
Spring 2016

INSTRUCTOR/CLASSROOM INFORMATION

Instructor: Dr. David W. Miller

- Phone: (818) 677-2451
  - Please note that I rarely return phone messages. You are much more likely to receive a reply using email.
- E-mail: david.w.miller@csun.edu
  - My goal is to respond to your e-mail within 24 hours. I will reply to the email address from which the message was sent.
- Office: JH3220
- Office Hours/Visits:
  - Monday: 2:00 to 3:00pm
  - Tuesday: 5:30 to 6:30pm
  - Wednesday: 11:00am to 12:00noon
  - As a rule, I do not discuss matters not related to lectures in the lecture room. Students will have to make a point to see me in my office to discuss matters not related to class lectures.
  - I have a "drop-in" policy regarding office hours. If you need help, contact me. If I am available, I will see you at that time. If I am not available, we will arrange another time that we can meet.
  - I work in my office most business days and feel that I am reasonably available to students. I do not accept the excuse "I could not make your office hours."

Class Time/Place:

- 13479 Tuesday 7:00 – 9:45pm JH1202

COURSE PREREQUISITES

Required: There are no stated pre-requisites for this course. However, this course is only to be taken by those who are Information systems Majors. It will be helpful if the student has also completed coursework in network, distributed systems, and information systems project management.

COURSE MATERIALS AND RESOURCES

Textbook

Management of Information Security, 4th Edition by Michael E. Whitman and Herbert J. Mattord, Course Technologies, ©2014; ISBN: 978-1-285-06229-7

Supplementary Materials: Readings and discussion questions for class lectures as well as Project/Assignment Instructions will be posted to the course Web site. Links to these materials will be provided on the course Schedule Page.

Other Materials: You will need to bring a **Scantron form 882** for each examination.

COURSE GOALS

- To understand information security and assurance concepts, and how those concepts are applied in business environments.
- To understand the appropriate role of information security within a variety of business organizations.
- To be familiar with changing trends in information security and understand their impact on business organizations.
- To understand methods used to develop information security policy and practice within organizations.
- To develop individual critical thinking and problem solving skills.

LEARNING GOALS

Students shall develop an understanding of the following topics. A student should be able to articulate that understanding and apply it to real-world situations.

- The definition and nature of information security and be able to contrast that with information assurance.
- Why information security is important in the modern networked business environment
- Threats and vulnerabilities of network information systems security
- Personal computer security
- Organizational, enterprise-level security
- Types of measures available to protect information systems
- Understand the business value of security
- Planning for systems security
- Understand and develop security policy for an enterprise
    - Be able to coordinate or reconcile the security policy with organizational goals
- Understand concepts related to the management of the security of an information system
    - Particularly means of instilling awareness of the criticalness of systems security in the minds of users

LEARNING ENVIRONMENT AND STRATEGY

The course will use a variety of means to address the course objectives. The **lectures, readings, and conceptual assignments** will introduce students to a number of key concepts and timely issues related to information security and assurance and how to develop and implement information policy with organizations. The primary lecture environment is one in which the students are expected to engage in lively discussion, and even debate, of the topics presented in the readings as well as topical issues in current events. The instructor's lecture strategy is to help explain the content of the readings and not simply read the textbook to the student. It is the instructor's sincere desire to help the student gain as much knowledge in the area as possible.

SCHEDULE

The below table depicts a generic schedule of the lesson content that will be covered during the term. See the Schedule Page for the specific readings, class meeting preparation, projects and homework schedules.

Week	Topics	Readings	Exams
1	Course Introduction		
2	Introduction to the Management of Information Security	Chapter 1	
3	Planning for Security	Chapter 2	
4	Planning for Contingencies	Chapter 3	
5	Information Security Policy, pt 1	Chapter 4	
6	Information Security Policy, pt 2	Chapter 4	
7	Developing the Security Program	Chapter 5	
8	Review		Midterm Exam
9	Security Management Models	Chapter 6	
10	Security Management Practices	Chapter 7	
11	Risk Management: Identifying and Assessing Risk	Chapter 8	
12	Risk Management: Controlling Risk	Chapter 9	
13	Protection Mechanisms	Chapter 10	
14	Personnel and Security	Chapter 11	
15	Law and Ethics	Chapter 12	
			Final Exam

Updates to the Course and Schedule: This course will make extensive use of the posted Web schedule to notify students of changes to lectures, readings and assignments. It is your responsibility to check the course schedule Web page frequently for course updates. Failure to check the schedule does not constituent a valid excuse for missing a course milestone. That said, I may also send email notices to students of changes to the schedule or to distribute other information. The messages will be sent to your student email account. It is my expectation that you receive these messages. Therefore, you need to check this account often or have it forwarded to an email account that you check regularly.

COURSE EVALUATION

Course Grades: The plus-minus (+/-) grading system will be used. Projects and Examinations will be scored on a 100 point rubric and weighted as shown below (next page) to arrive at an overall average for the course. Note that your course aggregated score is used in grade assessment but that final letter grade assignment is subjective. I will not necessarily assign the grade represented by your weighted score. Generally, you will not receive a letter grade more than one-half grade (equal to 5 percentage points) higher than your exam score average, regardless of your aggregate score.

Activity Descriptions: Individual grades will be based on a weighted average as follows:

Activity	Percentage
Projects, Homework and Quizzes	40%
Exams	
• Midterm Exam	30%
• Final	30%

Team Projects: Project teams may be created to research and complete at least one of the class projects. I will make group assignments. This will more closely reflect your eventual work environment where it is rare when individuals are allowed to choose the people they will work with. Assigning students to groups is also more likely to result in more evenly distributed demographics, experience and knowledge.

Participation: Class participation is not directly scored or graded. However, attendance and participation can affect the final letter grade you are assigned for the class. While lack of participation will not lower your final grade, I may apply a subjective element to improve your final grade in the course. Also, if you do not attend class you will miss discussion that in not contained in the readings and may appear on examinations.

Quizzes: I have not scheduled quizzes. However, I reserve the authority to issue quizzes if I feel that the class is not, in general, preparing adequately for class sessions. I will warn students if I plan on issues quizzes, but will not announce each quiz. That is, they will be "pop" quizzes that will be taken at the beginning of the class session. Scores and weights for the quizzes will affect students' exam scores in a manner that I will determine at the time that I begin to issue quizzes.

Exams: There will be two midterm exams and a final exam. All students are expected to be present for the exams. If a student can not attend an exam, the student must discuss the situation with the instructor prior to the exam date.

POLICIES

Intellectual Content/Property Statement: I exert a copyright on all materials, lectures, discussions, and images pertaining to the course described in this syllabus that have not been previously copyrighted. The materials provided and content of classroom meetings and all materials and discussion related to them are provided for the exclusive use of students enrolled in these classes. Course materials provided by the instructor may not be reproduced without express permission of the author. Voice and images from class meetings (lectures) may not be recorded without the express permission of the instructor. No teaching materials provided by the instructor, or voice or images from lectures may be distributed without the express permission of the instructor.

Core Values & Ethics Statement: All students are to have read, committed to, and signed the Students Core Values & Ethics statement.

Academic Honesty: Students are encouraged to discuss the assignments out of class and share ideas. However, unless specified as a group assignment, each student must **individually complete** and submit his or her own work. The submission of work for grading that is not your own will be considered a violation of the rules of academic honesty and will be dealt with in accordance with University regulations.

Students are expected to uphold the CSUN standards of conduct for students relating to academic dishonesty. As described on CSUN's Student Conduct Web Site:

> *Academic dishonesty is defined as an intentional act of deception in which a student seeks to claim credit for the work or effort of another person or uses unauthorized materials or fabricated information in any academic work. Students are expected to be honest and ethical in their academic work.*

Students assume full responsibility for the content and integrity of the academic work they submit. The guiding principle of academic integrity shall be that a student's submitted work, examinations, reports, and projects must be that student's own work. Topics of academic dishonesty include, but are not limited

to, cheating, fabrication, facilitating academic dishonesty, and plagiarism. The penalty for academic dishonesty is severe. Any student guilty of academic dishonesty is subject to receive a failing grade for the course and to be reported to the Office of Student Affairs. See the Academic Dishonesty document (http://www.csun.edu/catalog/policies/academic-dishonesty/) for more detailed description of the offenses that constitute academic dishonesty and the possible penalties for committing a dishonest act. If a student is unclear about whether a situation or potential situation may constitute academic dishonesty, the student should <u>meet with the instructor to discuss the situation.</u>

Behavior in Class: I conduct the classroom lectures much as one would expect to see a formal business meeting. Behavior in class is to be professional at all times. Therefore, students are expected to arrive on time and be ready to participate at the commencement of the lecture. People must treat each other with dignity and respect in order for scholarship to thrive. Behaviors that are disruptive to learning will not be tolerated and individuals who continually cause disruptions may be referred to the Office of the Dean of Students for disciplinary action.

Discrimination and/or Harassment: Discrimination and/or harassment will not be tolerated in the classroom. In most cases, discrimination and/or harassment violates Federal and State laws and/or University Policies and Regulations. Intentional discrimination and/or harassment will be referred to the Office of Equity and Diversity and dealt with in accordance with the appropriate rules and regulations.

> Unintentional discrimination and/or harassment are just as damaging to the offended party. But, it usually results from people not understanding the impact of their remarks or actions on others, or insensitivity to the feelings of others. We must all strive to work together to create a positive learning environment. This means that each individual should be sensitive to the feelings of others, and tolerant of the remarks and actions of others. If you find the remarks and actions of another individual to be offensive, please bring it to their attention. If you believe those remarks and actions constitute intentional discrimination and/or harassment, please bring it to my attention.

Arbitration: There will be a one-week arbitration period after graded items (quizzes, exams, assignments, projects, etc.) are returned. Within that one-week period, you are encouraged to discuss any assumptions and/or misinterpretations that you made on the activity that may have influenced your grade.

Attendance: Your attendance in this class is not graded, *per se*. However, I will be discussing topics, cases and current events in class lectures that you may be required to refer to or otherwise discuss on examinations. Your failure to attend lectures will not excuse you from course content discussed in class but not provided in the textbook, course Website or other course materials. Moreover, failure to attend class, particularly one within your major, indicates a lackluster interest in your career, suggesting that you either will be a poor member of the professional community or are in the wrong major.

If you are unable to attend a class session, it is **<u>your</u>** responsibility to acquire the class notes, assignments, announcements, etc. from a classmate. I will not give private lectures for those that miss class. Missing announcements in class does not constitute a valid excuse for missing a course milestone.

Updates to Course: This course will make extensive use of the posted Web schedule to inform students of changes to lectures, readings and assignments. It is your responsibility to check the course schedule Web page frequently for course updates. Failure to check the schedule does not constituent a valid excuse for missing a course milestone.

Submission of Assignments: Your performance in this course depends on your ability to meet established milestones (that is, submit your work on time). Work must be submitted on the due date and time. That is; plan for contingencies. (Note: A computer/network/printer crash is <u>not</u> an acceptable excuse for late submission of work.)

❖ That said, if you have a legitimate personal emergency (e.g., health problem) that may impair your ability to meet a milestone, you are expected to take the initiative to contact the instructor <u>before</u> the due date/time (or as soon after your emergency as possible) to communicate the situation.