

Hofstra University

Information Technology Security Policy

Password Policy

1.0 Overview

Passwords are an important aspect of computer security. They are the front line of protection for user accounts. A poorly chosen password may result in the compromise of Hofstra University's entire campus network. As such, all Hofstra University's employees (including contractors and vendors with access to Hofstra's systems) are responsible for taking the appropriate steps, as outlined below, to select and secure their passwords.

2.0 Purpose

The purpose of this policy is to establish a standard for creation of strong passwords, the protection of those passwords, and the frequency of change.

3.0 Scope

The scope of this policy includes all personnel who have or are responsible for an account (or any form of access that supports or requires a password) on any system that resides at any Hofstra facility, has access to the Hofstra network, or stores any non-public Hofstra information.

4.0 Policy Statement

- All system-level passwords (e.g., root, enable, NT admin, application administration accounts, etc.) must be changed on a periodic basis.
- All user-level passwords (e.g., email, web, desktop computer, etc.) must be changed on a periodic basis.
- User accounts that have system-level privileges granted through group memberships or programs such as "sudo" must have a unique password from all other accounts held by that user.
- Passwords must not be inserted into email messages or other forms of electronic communication.
- Where SNMP is used, the community strings must be defined as something other than the standard defaults of "public," "private" and "system" and must be different from the passwords used to log in interactively. A keyed hash must be used where available (e.g., SNMPv2).
- All user-level and system-level passwords must conform to the guidelines described in the Password Standards document

5.0 Enforcement

Any employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment.