



## Course Syllabus

<b>Course Title</b>	Cybersecurity Policy
<b>Course Number</b>	MCO 510
<b>Course Format/Location</b>	Internet and asynchronous – class meeting times are not required.
<b>Credit Hours</b>	3 hours
<b>Semester/Year</b>	Spring / 2025

<b>Instructor Name</b>	Dr. Darren Waldrep
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<b>Office Location</b>	Sanders Hall 221
<b>Office Hours</b>	Monday: 9 AM - 12 PM Tuesday: 9 AM - 12 PM Wednesday – Friday: Out of the office but available via email, phone, or Zoom (by appointment).

### Prerequisites

There are no prerequisites for MCO 510.

### Required Text(s) and Other Materials

This course is part of the Access Athens Textbook program, meaning you already have access to the materials through the Athens State Brytwave feature in Access Athens. If you choose to opt-out of the Access Athens program, you will need to purchase the following material.

Title: Security Policies and Implementation Issues, 3<sup>rd</sup> Edition

Author: Rob Johnson

ISBN Bundle: 9781284200041 (eText and Theory Lab Combo) - This is the best option as this option "usually" has a 15% off discount.

Publisher: Jones & Bartlett

Go to the Jones & Bartlett website and search for ISBN 9781284200041 and it should take you to the bundle (etext and Theory Lab bundle)

## Minimal Technical Skills Needed

Microsoft Office is required to complete written assignments and the technology project. The latest information on system requirements can be found on the Athens State website at: [Technical Requirements](#) Course Information and materials for classroom-based and online courses can be accessed through or Canvas.

**Skills:** Experienced using the Internet for searches and Microsoft Office for creating documents, worksheets, databases, and presentations.

If you have any technical problems, please contact the Help Desk at 1-888-7-Athens or email [helpdesk@athens.edu](mailto:helpdesk@athens.edu)

## Course Description

This course provides students with the basic understanding of information security policy creation within the framework of the seven domains of an information technology (IT) infrastructure. The students will analyze how security policies help mitigate risks and support business processes within the seven domains. The students will learn to create a security policy process and use existing templates for implementation in an organization. The students will examine existing information security policies and frameworks, and apply the correct one to an existing business risk or objective.

The students will also learn how the seven domains of an IT infrastructure interrelate within the security umbrella. Using the seven domains, the students will understand the constructs of each domain as it relates to the organizational information security policy strategy. The students will examine how incident response applies to security policies and why every incident has a security policy related to it. Finally, the students will gain exposure to IT policy compliance systems and emerging technologies that are providing automation tools to implement, monitor, and report on information security policies organizationally.

The course is designed to provide a rich learning experience to students through the use of discussions and hands-on exercises on the course material. Learning is reinforced with a course-long project that provides an opportunity to apply the concepts covered throughout the course to a real-world scenario.

## Major Instructional Areas

- Information and Cybersecurity
- Security Management
- Technologies and Techniques
- Vulnerability Management

## Topic Outline

### Part I: 25%

- Information Systems Security Policy Management
- Business Drivers for Information Security Policies
- U.S. Compliance Laws and Information Security Policy Requirements
- GDPR Compliance and Practices
- Business Challenges Within the Seven Domains of IT Responsibility
- Information Security Policy Implementation Issues

### Part II: 50%

- IT Security Policy Frameworks
- How to Design, Organize, Implement, and Maintain IT Security Policies
- IT Security Policy Framework Approaches
- User Domain Policies
- IT Infrastructure Security Policies
- Data Classification and Handling Policies and Risk Management Policies
- Incident Response Team (IRT) Policies

### Part III: 25%

- IT Security Policy Implementations
- IT Security Policy Enforcement
- IT Policy Compliance and Compliance Technologies

## Course Learning Objectives

- Explain the role of an information systems security (ISS) policy framework in overcoming business challenges.
- Illustrate an understanding between business drivers and information systems security policies.
- Distinguish between regulatory compliance requirements and information system security policies.
- Analyze how security policies help mitigate risks and support business processes in various domains of a typical IT infrastructure.
- Critique issues related to security policy implementations and the keys to success.
- Categorize the components and basic requirements for creating a security policy framework.
- Assess how to design, organize, implement, and maintain IT security policies.
- Break down the different methods, roles, responsibilities, and accountabilities of personnel, along with the governance and compliance of a security policy framework.
- Distinguish between the different ISS policies associated with the Seven IT Domains.

## College of Business Outcomes Assessment

Students completing a degree program offered by the College of Business will possess the following skills and competencies:

- Increase knowledge of accounting, economics, management, marketing, quantitative skills, legal issues, and production theory and concepts.
- Knowledge of technology as it relates to cyber risk management.
- Knowledge of the global economy, including an understanding of diversity issues.
- Knowledge of and ability to use practical managerial, leadership, and group interaction skills.
- Ability to actually use critical thinking and decision-making techniques.
- Ability to effectively communicate, both orally and in writing.
- Understanding of ethical issues and the importance of maintaining ethical standards.
- Understanding of and ability to perform at a professional level.
- Knowledge about the implementation of effective management in cyber risk/governance maintenance programs.

## Course Communication and Response Times

**Email:** Please allow 48 business hours on business days for email responses. Weekend emails will be answered on the following business day.

**Written Assignments:** Please allow a grading period of 5 business days from the due date for written assignments.

**Discussion Board posts:** Please allow a grading period of 5 business days from the reply post due date.

**Exams:** You will receive your total score upon submission after the due date.

**Other Assignments (Major Projects, etc.):** Please allow a grading period of 5-7 business days from due date.

## Evaluation and Grading

For this course, your final grade will be calculated based on a weighted average. This means that each assignment is not given the same amount of credit or “points”. Therefore, you cannot use Total Points in Canvas. Only the Weighted Average column in the Canvas gradebook is an accurate representation of your course grade at that point in time.

Review the grading table below and the weighted average calculation that follow to understand how your grade will be calculated for this course.

Course Grades will be based on the following percentages

Exams	20%
Labs	20%
Project/Research	20%
Assignments	20%
Discussions	10%
Quizzes	10%

### **Evaluation/grading policy: notice it is a "weighted grade"**

Course Grading is based on a 0 to 100 scale:

89.5 - 100 = A

79.5 - 89.4 = B

69.5 - 79.4 = C

59.5 - 69.4 = D

Below 59.5 = F

Do not expect grades to be scaled or curved at the end of the semester.

## Late Policy

Students are given deadlines for all assignments. **No late assignments will be accepted**, so please try to keep up. If there are medical issues or other extenuating circumstances you must let the professor know prior to the deadline. "If" an extension is granted, you will have 3 days to complete the assignment or exam. There is "absolutely" no extension on the midterm or final - no matter the circumstances. Every assignment (does not include exams) has a 3-day extension; however, everyday after the original deadling accrues a 10% penalty each day. So, if you are a day late and score 100, then your grade is a 90, and if it's two days late it is a 10% penalty from day 1, so the grad on day 2 would be an 81, etc.

## HonorLock

Athens State University has chosen Honorlock for on-demand, web accessible remote exam proctoring that uses a webcam to monitor and record student exam sessions. The recorded exam session and accompanying report is accessible to faculty members only. Honorlock proactively monitors and assists students during exam sessions to preserve academic integrity of course assessments.

Students are required to have a government issued photo ID for each HonorLock proctored exam session. Proctored exams require a laptop or desktop computer with the Chrome browser loaded with the Honorlock Chrome Extension (available at [Honorlock Extension Install](#)), a stable Internet connection, and a webcam with microphone.

If a technical issue arrives during an exam, Honorlock has technical support available to students 24/7 by phone at (855) 828-4004. During the proctored exam, Honorlock agents may enter the session when necessary to remind students of exam rules and allowed behaviors.

Detailed information about using HonorLock is available at [Honorlock Student Resources](#)

## Academic Misconduct

All acts of dishonesty in any work constitute academic misconduct. This includes, but is not limited to, cheating, plagiarism, fabrication of information, and abetting any of the above. Academic misconduct represents unethical behavior unbecoming to college students. Therefore, there is no tolerance of such behavior. Academic misconduct may result in a failing grade for the course. Here is a link where you will find policies relating to Academic misconduct. [Academic Policies](#)

## Attendance Policy

For online classes, all coursework is available from the first day of the term until the due date and time posted in the Course Schedule. All students are to complete and submit all coursework online and on time. If there is a disability that hinders a student from taking exams online, they must contact the ADA Office and complete a form requesting special accommodations for medical disability. This must be done during the first two weeks of the term so that your instructor is informed and other arrangement can be made.

Your participation in class through Canvas is required. Athens State has clearly defined policies regarding academic misconduct -- see [Academic Policies](#). Strict adherence to these policies is expected and will be enforced.

## Academic Support Services

Link: [Academic Support Services](#)

The above link contains information related to a variety of Academic Support Services to help increase your academic success while at Athens State University. These areas include: Kares Library, Transfer / Academic Advising, University Labs, Writing Center, Help Desk, Accessibility Services.

## Accessibility Statement

Athens State University complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990. Athens State University strives to provide a dynamic and appropriate instructional environment and workplace to meet the needs of students, employees and citizens of the communities served. It is the policy of the University that a good faith effort shall be made to meet the accommodation requests of persons with disabilities.

If you are a student with a disability that might require special materials, services, or assistance, you should notify your instructor as soon as possible and arrange a meeting with the Accessibility Services Specialist. Please contact, Accessibility Services Specialist: (phone) 256-233-8143: (email) [accessibility.services@athens.edu](mailto:accessibility.services@athens.edu) for an appointment. Accessibility Services is located in the Sandridge Student Center, Rm 122 on the second floor.

For more information, select this link: [Accessibility Services](#)

## Kares Library Resources

The University Library provides a number of Online periodical databases for student research use. ABI/Inform, Business Source Premier, Operations, Logistics, & Quality, and Gale One File Business are searchable indexes that provide access to the full text of more than 1200 business journals and newspapers. In addition, Business Insights: Essentials includes company profiles, financial data, historical information, rankings, investment information, and other data on thousands of companies and industries, and Business Source Premier includes company profiles with SWOT analyses. Detailed information on companies is also available from both Mergent Intellect and Mergent Online. Both of these provide current and historical financial data as well as information on products, executives, subsidiaries, etc. All these resources can be accessed directly from any networked computer on campus, or from off-campus by logging in using the on-screen instructions.

Please see the following resources prepared by the Kares Librarians: [FAQ](#), [YouTube Channel](#) and [A to Z list of research guides](#).