College of Communication and Information

Cybersecurity & Data Privacy Policy
Last Updated: 11/29/22

The University of Kentucky has several policies in place regarding cybersecurity and data privacy. Please review the Information Security Policy for information on your responsibilities as a user of University computer systems. For further information on computer security policy and administrative regulations, visit the Policies, Recommendations, & Standards page on UK's Technology Help Center.

In addition to these policies, UK provides several systems for data storage:

- **Microsoft OneDrive**
  - https://www.onedrive.com
  - Recommended as the primary storage for day-to-day files and student work
  - Both FERPA and HIPAA compliant
  - 5TB storage limit
- **Microsoft SharePoint**
  - https://luky.sharepoint.com
  - Recommended for internally shared resources
  - Multiple Sharepoint sites can be created, and a SharePoint site is created for each Microsoft Team automatically
  - Both FERPA and HIPAA compliant
  - 1TB storage limit by default, can be increased if justified
- **LabArchives Electronic Research Notebook**
  - https://www.research.uky.edu/ERN
  - Can be used for to store and share research data, including outside collaboration
  - HIPAA compliant
  - No storage limit
- **Google Drive**
  - https://drive.google.com
  - Recommended only in limited cases when the Google ecosystem is needed
  - NOT FERPA or HIPAA compliant
  - 15GB storage limit

Please Note: External storage systems, such as Dropbox, Box.com, or other data storage systems are NOT recommended. The University does not have any data security agreements with these platforms, and they are considered a data risk. CI policy is to not pay for external storage systems.

If you have any questions concerning these policies, please contact your technical support staff.