

**Title** – Vendor Remote Access Policy

**Policy Abstract** – Birmingham-Southern College provides for remote computer access to vendors.

**Responsible Office** – Information Technology, Administration

**Official** – Anthony Hambey

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**Applies To** – All vendors

**Effective Date** – 10/1/2012

**Revision Dates** – 8/31/2021

1. **Introduction/Background** – Access to computer systems for maintenance and installation is normally granted in the physical location where equipment resides on campus. However, remote access may be possible as deemed appropriate.
2. **Purpose** – As vendor arrangements begin and terminate with the College it is necessary to manage remote access provided in accordance with best practices.
3. **Applicable Regulations** – SACSCOC, Principles of Accreditation 2018
4. **Policy Statement** –
  - Remote access to campus computers is provided through a secure VPN (virtual private network) connection.
  - Vendor supplied remote computer equipment capable of connecting to College systems must be available, including internet service.
  - Contact with Information Technology for authorization must occur prior to each remote connection.
5. **Details** – Upon request through the Helpdesk a review of available technology will be conducted by Information Technology staff to determine if access is possible.
6. **Definitions** – SACSCOC is the Southern Association of Colleges and Schools, Commission on Colleges.
7. **References** – SACSCOC, Principles of Accreditation 2018  
<https://sacscoc.org/app/uploads/2019/08/2018PrinciplesOfAccreditation.pdf>