

Title/Subject: **PASSWORD POLICY**

Applies to:  faculty  staff  students  student employees  visitors  contractors

Effective Date of This Revision: July 1, 2019

Contact for More Information: Office of Information Technology

Board Policy  Administrative Policy  Procedure  Guideline

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### **BACKGROUND:**

Central Michigan University (“CMU”) user accounts are the first line of defense against external intrusion into its data, systems, and networks by unauthorized individuals. Constructing secure passwords and ensuring proper password management are essential. Poor password management and construction can allow both the dissemination of information to undesirable parties and unauthorized access to CMU resources. Poorly chosen passwords are easily compromised. Standards for proper password creation and management greatly reduce these risks.

### **PURPOSE:**

This policy establishes the need for minimum standards for password creation and management. It applies to all CMU-owned systems and devices, and, as noted in the [Responsible Use of Computing Policy](#), to all systems and devices accessing CMU systems and Institutional Data.

### **POLICY:**

CMU’s Office of Information Technology will create and maintain password standards consistent with industry best practices that will be used for access to CMU data, systems, and networks. These standards can be found at this link: [CMU Password Standard \(cmich.edu\)](#) Account holders and system administrators will protect the security of those passwords by managing passwords in a responsible fashion. System developers will develop systems that store or transmit password data responsibly and that use secure authentication and authorization methods to control access to accounts.

### **ENFORCEMENT:**

Each CMU department/unit is responsible for implementing, reviewing and monitoring internal policies, practices, etc. to assure compliance with this Policy.

The Chief Information Officer (CIO) is responsible for enforcing this policy and is authorized to set specific password creation and management standards for CMU systems and accounts.

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Authority: Robert O. Davies, President  
History: 2018-01-01  
Indexed as: single sign-on “SSO”; passwords

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**RELATED POLICIES AND OTHER RESOURCES:**

[Responsible Use of Computing Policy](#)

[Data Stewardship Policy](#)

[Information Security Policy](#)

**AMENDMENTS AND ADDITIONS:**

The CIO may approve exceptions to this policy. All amendments and additions to this policy will be drafted by a committee convened by the CIO and will be reviewed and approved by the Provost and the President. Changes in this policy will be appropriately publicized.

*Central Michigan University reserves the right to make exceptions to, modify or eliminate this policy and or its content. This document supersedes all previous policies, procedures or guidelines relative to this subject.*