

95-744 Cyber Policy & Governance I Syllabus

Spring 2024

Instructor Information

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Office hours available by request	

General Information

Description

The ability to secure information within a modern enterprise is a growing challenge. Threats to information security are global, persistent, and increasingly sophisticated. Long gone are the days when managers could hope to secure the enterprise through ad hoc means.

Effective information security at the enterprise level requires participation, planning, and practice. Fortunately, the information security community has developed a variety of resources, methods, and best practices to help modern enterprises address the challenge. However, employing these tools demands a high degree of commitment, understanding, and skill—attributes that must be sustained through constant awareness and training.

An essential part of the information security plan is cyber security policy - this includes the written plans for how the enterprise IT assets will be protected.

This course provides students with information on the origin of cyber security policy, governance structures for policy creation, selection and implementation of policy, and audit and control functions to ensure compliance and efficacy. Students will be exposed to the national and international policy and legal considerations related to cybersecurity and cyberspace such as privacy, intellectual property, cybercrime, homeland security (i.e., critical infrastructure protection) and cyberwarfare, and the organizations involved in the formulation of such policies. Broader technology issues also are discussed to demonstrate the interdisciplinary influences and concerns that must be addressed in developing or implementing effective national cybersecurity laws and policies.

Course Materials

Required Materials

Textbook: **Information Security Policies and Procedures: A Practitioner's Reference, Second Edition 2nd Edition** by Thomas R. Peltier
ISBN-13: 978-0849319587
ISBN-10: 0849319587

Required Case Study Course Pack: <https://hbsp.harvard.edu/import/1136623>

Course Schedule

Week of	Topic	Reading
Week 1 Jan 15th	Intro to Policy & Governance Course Overview	Textbook Chapters 1 & 2 (Introduction & Why Manage this Process as a Project)
Week 2 Jan 22 nd	Decomposing a Policy Reminder: Paper #1 due on Jan 28th	Textbook Chapter 3 (Planning & Preparation) Research: A Strong Privacy Policy Can Save Your Company Millions (coursepack) Costco Privacy Policy Caterpillar Privacy Policy
Week 3 Jan 29th	Introducing & Managing Policy Reminder: Project Deliverable #1 due on Feb 2nd	Textbook Chapter 4 (Developing Policies) Research: Why Employees Violate Cybersecurity Policies (coursepack) Opinion: NYT The Privacy Project
Week 4 Feb 5 th	Overview of Standards and Frameworks Monitoring Policy & Performance	Textbook: Chapters 6-8 (Developing Standards, Developing Procedures, Creating a Table of Contents)
Week 5 Feb 12 th	Risk Management & Operational Resilience Classification of Systems & Assets	
Week 6 Feb 19 th	Policy Measurement & Audit Reminder: Paper #2 due on Feb 25th	Textbook: Chapter 9 (Understanding How to Sell Policies, Standards, and Procedures)
Week 7 Feb 26 th	Guest Lecture Reminder: Project Deliverable #2 due on Mar 3rd	
Mar 4 th	Spring BREAK	
Week 8 Mar 11 th	NIST CSF & 800-53	
Week 9 Mar 18th	External Dependencies Reminder: Paper #3 due on Apr 6th	Case Study: Walmart's Blockchain Quest: Integrating New Technology into a Complex Supply Chain (coursepack)
Mar 25 th	FAIR, 3LOD, HIPPA, NERC CIP	
Week 11 Apr 1st	Policy in the National Context Reminder: Project Deliverable #3 due on Apr 7th	
Week 12 Apr 8th	Spring Carnival - no class!	

Week	Topic	Reading (to be complete before class)
Week 13 Apr 15 th	DFARS, CMMC, & Policy for LLM & Generative AI	We Need a Global Standard for Reporting Cyber Attacks (coursepack)
Week 14 Apr 22 nd	Final Group Presentations due by Apr 26 th	
Week 15 Apr 29 th	Final Exam due by Apr 29 th	

Additional Information and Resources

Evaluation Method

The final grade will be out of 100%. The grading breakdown is listed below.

Final	15%
Writing Assignments (3)	Paper 1: 15% (Due Jan 28 th at 11:59pm ET) Paper 2: 15% (Due Feb 25 th at 11:59pm ET) Paper 3: 15% (Due Apr 6 th at 11:59pm ET)
Project Deliverables	Deliverable 1: 5% (Due Feb 2 nd at 11:59pm ET) Deliverable 2: 10% (Due Mar 3 rd at 11:59pm ET) Deliverable 3: 10% (Due Apr 7 th at 11:59pm ET) Deliverable 4: 15% (Due Apr 26 th at 11:59pm ET)

Grading Scale

A	93-100%
A-	90-92%
B+	87-89%
B	83-86%
B-	80-82%
C+	77-79%
C	73-76%
C-	70-72%

There is no A+ in this course. Do not ask. Rounding up or down between whole percentages is determined by class participation.

Course Policies and Expectations

Format and Grading of Written Assignments:

Writing assignments are structured to provide students with an opportunity to do research, apply critical thinking, and practice writing skills. Students are expected to submit papers that are well formatted, free of grammatical and spelling errors, and containing independent thought. For paper topics see the Writing Assignment document.

Paper requirements:

- MS Word document or PDF
- Cover sheet with title and author name
- Between 1000 and the specified limit word count
- 1 inch margins; double spaced; 11-point font
- Page numbers
- Citations in APA format (<http://www.apastyle.org/learn/tutorials/basics-tutorial.aspx>)

Grading rubric will vary based on topic, but in general:

- Format and structure (grammar and spelling): 10%
- Application of course concepts: 40%
- Critical thinking and independent thought: 40%
- References: 10%

As a graduate level course at Carnegie Mellon University, we expect a high level of performance. If you feel that you need assistance with writing, please use the free services provided by the university at the Global Communications Center (www.cmu.edu/gcc)

Late Submissions

Assignments are due at 11:59 PM ET on the assigned due date. **No late submissions will be accepted without prior written approval from the instructors.** Late submissions should be an exception and a grade penalty may be applied.

Students with Disabilities:

Our community values diversity and seeks to promote meaningful access to educational opportunities for all students. CMU and your instructors are committed to your success and to supporting Section 504 of the Rehabilitation Act of 1973 as amended and the Americans with Disabilities Act (1990). This means that in general no individual who is otherwise qualified shall be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity, solely by reason of having a disability.

If you believe that you need accommodations for a disability, please contact us ASAP, and we will work together to ensure that you have the correct access to resources on campus to assist you through your coursework and time at CMU.

Academic Integrity:

Carnegie Mellon University sets high standards for academic integrity. Those standards are supported and enforced by students, including those who serve as academic integrity hearing panel members and hearing officers. The presumptive sanction for a first offense is course failure, accompanied by the transcript notation "Violation of the Academic Integrity Policy." The standard sanction for a first offense by graduate students is suspension or expulsion. Please see <http://www.cmu.edu/academic-integrity/> for any questions.

Policy Regarding Students Using English as a Foreign Language:

Assignments in this course are graded with reference to evidence of the acquisition of concepts, presentation format, and accuracy of information. Having done business in countries that use languages other than English, we understand that the use of an unfamiliar language can result in unusual word choices or grammatical errors that are not critical to the overall understanding of the information. Therefore, we will take into account your need to function in a language that may be unfamiliar to you. We will provide feedback as appropriate if we feel that language or grammar you have used in assignments would be best if it were configured in a different way.

Use of SU Canvas System for this course:

The Heinz School uses Carnegie Mellon University's Canvas system to facilitate distance learning as well as to enhance main campus courses. In this course, we will use the Canvas system generally to post lecture notes and related documents and to receive assignments electronically from students. To access Canvas go to www.cmu.edu/canvas .

We welcome feedback during and after the course. Students are encouraged to share life-experiences in class. We are open to suggestions about class sequences, changes to the content and additional topics to cover.