

WKU - Department of Information Systems  
CYSA 522: Cyber Security Risk Compliance  
**Course Syllabus**  
Spring 2022

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**Class Times:** TBA  
**Class Location:** Online  
**Professor:** Dr. Sean Marston  
**Office; Email:** Grise Hall 216, [sean.marston@wku.edu](mailto:sean.marston@wku.edu)  
**Office Hours:** By appointment  
**Course Website:** E-learning Website (<http://blackboard.wku.edu>). Please login to the system for class communications, schedule, notes, grades, and updates to this document, etc.  
**WKU Syllabus Info** <http://www.wku.edu/syllabusinfo/>  
**Required Text:** Developing Cybersecurity Programs and Policies, by Omar Santos, (9780789759405).  
**Hardware Required:** Microphone and Webcam  
**Software Required:** Zoom and Office 365. You can download MS Office 365 from the WKU IT division: <http://www.wku.edu/it/sms/>

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### COURSE GOALS:

Effective security managers must understand how to develop security policies that will be supported by executive management and adopted by all employees. This course examines the steps required in policy development including password protection, acceptable use of organization information technology assets, risk acceptance, identification of internal and external threats, countermeasures, intellectual property, proprietary information and privacy issues, compliance reporting, and escalation procedures. Related topics such as access controls, security standards, and policy implementation are covered.

### GRADE COMPOSITION:

Your grade for the course will be determined according to the following scheme:

Event	Percent
Homework	20%
Discussions	20%
Quizzes	20%
Project	20%
Final Exam	20%
Total	100%

The grading scale will be as follows:

Letter Grade	Required Percent
A	≥90%
B	≥80%
C	≥70%
D	≥60%
F	< 60%

*January 24, 2022 is the last day to drop this course without a grade.*

*February 17, 2022 is the last day to drop this course with a "W".*

#### **A. Homework and Projects**

Homework and Projects will be given during the semesters for students to demonstrate the understanding of the material. Homework must be completed following the given instructions and submitted on time through the correct channel to receive full credit.

#### **B. Discussions**

Discussions will be assigned on a weekly basis. Students will be required to participate in all discussion, discussions must be completed following the given instructions and submitted on time to receive full credit.

#### **C. Quizzes**

Quizzes will be given for each chapter. All students are required to take the quizzes using the Respondus Lockdown Browser and follow the instructions listed on the quizzes. The lowest quiz grade will be replaced with the second lowest quiz grade. If a student misses one quiz the student will replace the missed quiz score with the second lowest quiz score, however if you miss more than one quiz then a zero will replace a zero.

#### **D. Final Exam**

All students are required to take the Final Exam. The Final Exam is comprehensive, closed book, and closed note exam that must be completed using the Respondus Lockdown Browser during the WKU schedule Final Exam week.

#### **F. Grade Disagreement**

If you disagree with a grade, then you must contest the grade within one week of it being posted to the grade book. After one week has passed the grades are set and cannot be contested.

### **CLASS POLICIES:**

#### **A. Class Attendance, Participation and Discipline**

Since this class is a web-based course, attendance is defined as active participation in course activities. I expect you to maintain the decorum of the class at all times. Specifically, with discussions, please be aware that your actions in the discussion may have negative externalities that can collectively affect the performance of the entire group. Please keep in mind students are expected to respect the rights of their classmates and should never exhibit any behavior that is disruptive to the learning experience of anyone.

#### **B. ADA Accommodations**

In compliance with University policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Student Accessibility Resource Center located in Downing Student Union, Room 1074. The SARC can be reached by phone number at 270-745-5004 [270-745-3030 TTY] or via email at [sarc.connect@wku.edu](mailto:sarc.connect@wku.edu). Please do not request accommodations directly from the professor or instructor without a faculty notification letter (FNL) from The Student Accessibility Resource Center.

If you request accommodations for your disability and it is granted you are required to do everything through SARC in Downing University Center. **It is your responsibility to make the testing arrangements.**

#### **C. Academic integrity:**

Academic integrity and honesty are essential in the development of a professional. This society is not willing to tolerate dishonest or otherwise unethical professionals. Students must attend to, and follow, the WKU code of student conduct, with special attention to academic integrity and academic honesty. They must never appropriate the ideas and work of others, including both academic sources and fellow students, without appropriate attribution or by claiming others work as their own. They must exercise complete honesty in following the conditions established by the instructor for

examinations and other assignments. Finally, they must be honest with one another, be willing to be accountable for their own failures of honesty and integrity, and not tolerate such failures in classmates. Any form of Academic dishonesty will result in an "F" in the class. Additionally, the student may be referred to the Dean of the College of Business and/or the Dean of Students of the University for further Disciplinary Action.

#### ***D. Face Coverings in the Classroom***

Out of respect for the health and safety of the WKU community and in adherence with the CDC guidelines, the University requires that a cloth face covering (reusable or disposable) that covers both the nose and mouth must be worn at all times when in public areas within all buildings. Students must properly wear face coverings while in class regardless of the room size or the nature of the classroom activities. Students who fail to wear a face covering as required will be in violation of the WKU Student Code of Conduct and will be asked to comply or will face disciplinary action, including possible dismissal from the University. Accommodations to face coverings must be determined by the Student Accessibility Resource Center and documented before a student may attend class.

#### ***E. Communication***

Communication with the students will be done through E-mail, the class website, and face to face in class or during office hours.

**E1. Class Website:** The Blackboard web site extensively for this class. Please go to <http://blackboard.wku.edu> and follow the "Login" instructions. Once successfully logged into Blackboard, you should find this class in your list of courses. Blackboard will be used to communicate with you for this course. Please check the site daily for announcements, reading materials, and other supplemental course information.

**E2. Email:** All students are required to maintain and check an Email account on a regular basis. Students are entitled to an Email account from WKU (<http://mail.wku.edu>). By default, TopNet and Blackboard treat your WKU email account as your "Preferred Account". If you don't use your WKU email account, you need to log into TopNet/Personal Information/Update E-mail Address(es) and input an address that you do use. Throughout the semester Emails will be sent using Blackboard and you are responsible for receipt of them. Furthermore, make sure that you are not over quota with your WKU mailbox, since in such cases you will not be aware of the latest emails pertaining to this class.

### **TITLE IX/ DISCRIMINATION & HARASSMENT**

Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's [Title IX Sexual Misconduct/Assault Policy](#) (#0.2070) and [Discrimination and Harassment Policy](#) (#0.2040). Under these policies, discrimination, harassment and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Title IX Coordinator, Andrea Anderson, 270-745-5398 or Title IX Investigators, Michael Crowe, 270-745-5429 or Joshua Hayes, 270-745-5121. Please note that while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are "Responsible Employees" of the University and MUST report what you share to WKU's Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you confidentiality, you may contact WKU's [Counseling and Testing Center](#) at 270-745-3159.

### **WKU COUNSELING AND TESTING CENTER**

The university experience should be challenging, but not overwhelming. To this end, the WKU Counseling Center provides a variety of services to help strengthen students' capacity to tolerate distress, form healthy relationships, and seek healthy expressions of their ideals and values. If you would like to speak with someone, you may contact WKU's [Counseling and Testing Center](#) at 270-745-3159 or use their Here To Help service at

<https://www.wku.edu/heretohelp/heretohelpemail.php>. If you need immediate help, please visit the Counseling Center in 409 Potter Hall or call the 24-hour emergency help line at 270-843-4357.