

Appendix A: Data Classification & Security Protection Levels

Data Class Protection Level	Adverse Business Impact	Sample Data Types	Cloud Storage
3	Extreme	UCSB NetID Database	No
2	High	California state law "notice-triggering data"	No
1	Moderate	Personal information (unless otherwise classified as Level 0,2 or 3). Includes FERPA student data including Perm #. Personnel records. Data protected by contract, depending on terms of agreement (e.g., license software, license software keys, and library paid subscription electronic resources).	No
0	Limited or None	Public directory data	Yes

Data Classes and Sample Data Type Descriptions

Data Protection Level 3 -- Extreme Impact

The UCSB NetID credential database

Data Protection Level 2 -- High Impact

A) California State Law "Notice Triggering Data" (applies to California residents and non-residents)

- First name or first initial, and last name in combination with one or more of the following:
- Social Security Number (CIO authorization is required for SSN collection, use or storage)
- Driver's license number
- California identification number
- Financial account number, credit or debit card number, in combination with any required security code, access code, or password that would permit access to an individual's financial account
- Medical information
- Health insurance information

B) Payment Card Industry Security Council (PCI) Data

- Credit Card number (primary account number or PAN) and one or more of the following:
 - Cardholder name
 - Service code
 - Expiration date

C) Protected Health Information (PHI) Data

(e.g., information about patients of Student Health or Counseling and Psychological Services)

Protection Level 1 -- Moderate Impact

All personal information that is not otherwise classified as Level 0, 2, or 3. The term "personal information" means information that identifies or describes an individual. This includes, but is not limited to:

A) Student Records Including, but not limited to:

- Perm Number
- Transcripts (grades)
- Exam papers
- Test scores

- Evaluations
- Financial aid records
- Loan collection records
- All records for students who have opted out of inclusion in the public directory

B) **Staff Personnel Records** Including but not limited to:

- Home telephone number and home address
- Spouse's or other relatives' names
- Birth date
- Citizenship
- Information relating to evaluation of performance

C) **Sensitive information not about individuals**

e.g., confidential contract terms, information subject to a non-disclosure agreement. Depending on the financial risk or consequences to the campus, this type of information may warrant a higher impact classification.

Protection Level 0 -- Limited or No Impact

A) **Student Directory Data**

- Name of student
- Address, telephone, e-mail
- Dates of attendance
- Number of course units in which enrolled
- Class level
- Major field of study
- Last school attended
- Degrees and honors received
- Participation in official student activities
- Name/weight/height (intercollegiate athletic team members only)

B) **Public Staff Records**

- Name
- Date of hire
- Current position title
- Current salary
- Organizational unit assignment
- Date of separation
- Office address and office telephone number
- Current job description
- Full-time or part-time, and appointment type

C) **Public Information**

e.g., Course listings and prerequisites

NOTE:

Please consider who may have access to each file before saving it to Cloud Storage locations. Each document stored in Cloud Storage locations may automatically be shared with others depending on the folder in which it is stored.