PennState
New Kensington

Remote Access to the New Kensington Data Network

Procedure Number: PSU-NK-ITS-010
Date: January 16, 2018
Page Count: 2

Purpose:

This procedure defines the stipulations for accessing New Kensington Data Network resources and servers from a remote location. Recognizing the security risks inherent to remote access, this procedure must be followed to ensure data integrity and security.

Scope:

This procedure applies to any device and personnel seeking to gain remote access to resources that are ordinarily accessible only via the local New Kensington Data Network.

Definitions:

Device – A computer, electronic tool or communication apparatus with the ability to connect to a data or communication network.

Internet - A worldwide system of computer networks

New Kensington Data Network – The technology infrastructure, hardware, and software installed at the campus which is used to facilitate the flow of digital information between (but not limited to) computers, printers, servers, mobile devices, the Internet, etc. This includes both the wired and wireless networks at Penn State New Kensington.

NK ITS Department – The department that oversees IT resources at Penn State New Kensington to include the System Administrator, IT Specialist and IT Director

Penn State New Kensington IT Council - a group of individuals that advise the Chancellor on IT strategic planning and governance for Information Technology at Penn State New Kensington.

VPN – (Virtual Private Network) – A technology used to allow a user or network to connect in a secure and virtual manner via open or public communication channels. A VPN grants a remote user (e.g. working from home) secure access to local network services as if he/she were sitting in his/her office.

Procedure:

Requesting Access

Requests for remote access to the New Kensington Data Network must be submitted in writing to the Director of Information Technology and must include a comprehensive statement of need. Any such requests will be reviewed by the Penn State New Kensington IT Council and a recommendation will be made to the Chancellor. The decision for adoption or denial will be based on security risks associated with adopting the exception and, ultimately, will be the decision of the Chancellor.

Requirements

Secure remote access is strictly controlled via the University Park VPN appliance (ISP to PSU). Circumvention of security measures to gain remote access to the New Kensington data network is strictly prohibited.

Authentication is controlled via the user's local domain authentication credentials.

Only computers which are managed by the NK ITS Department may be used to access the New Kensington Data Network remotely.

Procedure History:

September 28, 2017 – Procedure created based off previous campus policy.