IT Governance Program – Information Risk, Policy, & Security Committee

Meeting Minutes

March 19, 2019
1:30 – 3:00 p.m.
Computing Services Center Conference Room 004

Attendance:

	IRPSC Members		IRPSC Members		Ex-Officio
	Dr. Jane Bolin		Michael Phillips	X	Cheryl Cato
	Dr. Paul Brandt	X	Ed Pierson (Webex)		Juan Garza
X	Aaron Brender	X	Tony Quigg (Webex)	X	Melia Jones
X	M. Dee Childs		Katherine Rojo Del Busto	X	Adam Mikeal
X	Dale Cook		Dr. Tracy Rutherford	X	John Pryde
X	Dr. Walter Daugherity	X	Anthony Schneider		Mike Russo
X	Dr. Bruce Herbert	X	Michael Sardaryzadeh (Webex)	X	Matt Walton
X	Karen Hrncir (Chair)	X	Dr. Paul Wellman (Parliamentarian)	X	Peggy Zapalac

	ITG Program Support		IRPSC Guests
	Joshua Kissee		Carol Cantrell for Katherine Rojo Del Busto
X	Sharon Mainka		Cynthia Kauder
X	Missy Mouton		Lon Berquist
	Lea Ann Westmoreland		Jorge Vanegas
			Ramesh Kannappan

Minutes: Scheduled Business

Item 1: Welcome & Announcements
General welcome and opportunity for announcements & items of interest relevant to the IRPSC.

Dee Childs thanked the committee for their service.

Announcement: SAP regarding the consolidation of significant IT Equipment. A group came up with list of milestones that the Board of Regents has set for us. Friday is the next hard deadline, if that deadline is missed, the next deadline will be assigned. The Provost will also be communicating this week with colleges. All milestones are important to ensure August being successful.

Item 2: Update on Committee Objectives

Report out on the status of committee objectives. Discussion about how to measure the status of each committee objective at the meetings. Identify items that are ready to be sent to the SITC.

1. Access security risks and identify tools to be standard across the university.
2. Identify strategies for applying HIPAA, including protecting PHI and PHI data.
3. Identify strategies for addressing the impact of Controlled Unclassified Information (CUI)
4. Develop security program designed to raise the security posture of the university.

Discussion:
- Regarding objective 1: Discussed Symantec and what it does. It is available to any college or division that wants to use it. There is no plan to be mandated at this time, just simply available.
- Reading objective 4: The objective 2 memo was sent out to the group by Tony Quigg.
- Sharon will send a Doodle Poll to the group for objective 2 to setup a meeting to create their memo.
- Sharon will send out a Doodle Poll to the group to set up a meeting. Lon Berquist will reach out to Debra Dandridge who was helping previously.
- All four memos will be presented to the APRIL SITC meeting by Karen Hrncir.

Item 3: EIR Accessibility Subcommittee Report

Update form the EIR Accessibility subcommittee

- Cynthia Kauder reported from EIR- met 2/22/19. There was a lots of interest from the group.
- The group went over why a committee is being put together- procurement, web, and academic technologies. Task forces are needed.
- Currently the hot button item for EIR is procurement. There are many requests for exceptions for accessibility requirements.
- This group is hoping to change how exceptions are done in the next legislative session, so it is on the radar that we have too many requests for exceptions.

Item 4: EAC Procurement Process Report

Report from the EAC Procurement Process Subcommittee on their procurement proposal.

- Ramesh Kannappan distributed a handout titled Enterprise Applications Committee Software Acquisition Approval Proposal.

Questions/Discussion:

- It was suggested that a flowchart be available showing the steps for approvals described on page 2.
- A questionnaire has not been created yet. Michael Sardaryzadeh is working on that.
- What is EAC's goal with this process: Security and privacy is the main concern.
- Ed Pierson stated that the document is way too broad.
- Adam Mikeal noted that this would be difficult to enforce and produce unintended consequences.

- Ramesh: discussed the need of the catalog and questionnaire being developed in order for it to work as planned.
- Ed pointed out that the increase in staff requirement must be considered.
- Group will get their comments back to the EAC for more discussion and more work from committee.

If there are any more comments, send those to Sharon and she will compile them and get to the EAC.

Item 5: BoardEffect Software Presentation
Overview of voting options in BoardEffect.

- Sharon Mainka gave a demo on BoardEffect. This is our new committee software.
- There are currently six items in the committee workroom that need to be voted on. Sharon will send an email that will include the log in info and would like everyone to go in and vote on the six SAPs.
- There is a comments section as well as a place where we could potentially add meeting minutes.

Questions/comments/feedback:
- There was discussion that this software was not intended for working docs but more for final docs.
- Karen Hrncir felt that there needed to be a way to separate voting members from non-voting members.
- Everyone will see what is being voted on, but non-voting members are not to vote. V
- oting is not anonymous, so the person tallying will see the name of the voter. This software is new and we are still exploring.
- Members felt that individual votes should be public as well, not just the total vote.
- Tasks can be added to the software for the committee.
- Sharon will send instructions for logging in as well.
- Make sure to RSVP on events in this software so we know if we aren't going to have a quorum.
- April 2nd is review time for these voting items, please do so by that date.

Meeting adjourned: 2:52pm