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

Meeting Minutes

May 21, 2019
1:30 – 3:00 p.m.
Computing Services Center Conference Room 004

Attendance:

	IRPSC Members		IRPSC Members		Ex-Officio
X	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
	M. Dee Childs	X	Katherine Rojo Del Busto	X	Adam Mikeal
X	Dale Cook		Dr. Tracy Rutherford	X	John Pryde
X	Dr. Walter Daugherity		Anthony Schneider		Mike Russo
	Dr. Bruce Herbert	X	Michael Sardaryzadeh	X	Matt Walton
X	Karen Hrncir (Chair)		Dr. Paul Wellman (Parliamentarian)	X	Peggy Zapalac

	ITG Program Support		IRPSC Guests
X	Sharon Mainka	X	Cynthia Kauder
X	Missy Mouton	X	Lon Berquist
	Lea Ann Westmoreland		

Minutes: Scheduled Business

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

- No announcements

Item 2: Current Polls in BoardEffect
Presentation of the outcomes of BoardEffect Voting and review of SAPs and Controls that require votes.

- Adam Mikeal provided an overview of current polls pending in BoardEffect.
- Adam requested that everyone please log on and vote on the Polls by May 30th.
- Sharon Mainka gave a quick demo on logging in.

- Sharon keeps track behind the scenes and ensures that only voting members vote and that we have a quorum. Until we have the ability to filter that online, we keep track of it manually.

Item 3: Summer Meeting Schedule
Discussion to determine summer meeting schedule

- Since a lot of objectives are under way, we need to discuss how to do summer meetings.
- Motion was made and seconded to leave the meetings as scheduled. None opposed, motion passed.
- The summer meeting are scheduled for June 18, July 16, August 20th

Item 4: Call for Co-Chair
Discussion to determine if the committee would prefer having co-chairs and possible nomination of a co-chair.

- If this group elects a co-chair now, they will take over in September. Some ITG committees have co-chairs to share the responsibilities instead of a single chair.
- A motion was made to establish a co-chair who will also be the chair elect. Motion seconded none opposed. Motion passed unanimously.
- The suggestion was made to give everyone a week to nominate people and then use BoardEffect to vote and choose.

Item 5: EIR Accessibility Subcommittee Report
Update from the EIR Accessibility subcommittee.

- Cynthia Kauder gave the report from this subcommittee.
- The group is creating working groups within the sub-committee:
  Compliance plan working group is one of those groups that will then assess those objectives into timelines and determine risks.
- It was also decided to set up a resources working group to determine services available and how to access those. We will see the different resources we have as well as the gaps, and how to bridge the gaps. Discussed a possible project being a repository or a website that serves as a starting point for those that don't know the accessibility options and where the resources are offered on campus.
- Dee Childs suggested that this may be a good way to partner with another university to create a repository that could be created by grants.
- This is work done thus far.

Item 6: Revision of Committee Objectives
Revision of committee objectives

- Discussion was had that since we are close to wrapping up existing objectives, maybe we should defer this and pick back up in September and see if there are new concerns. We can either brainstorm today or wait until September. It was discussed that this group would like to hear from other ITG groups to see what they would like us to work on. When chairpersons meeting happens, Karen will ask for feedback on that.
- Dee is looking to see how to rate the ITG committees as a whole are doing for the university, but that was tabled and if this group has any feedback on that, email Sharon. For Example: Town Hall meetings.
- Also considered a monthly webinar open to the university highlighting what we have done and are doing and open it for feedback.
- The group had a discussion as to how frequently to do this, who the audience would be, or each month to have a focus for that month.
- It was suggested that members of this committee do guest speaking engagements at some committee meetings such as CPI and Research Compliance Committee. If anyone is a part of a group that would like to have a representative come present, please let Sharon know.

Action items: Please email Sharon and Karen if have nominations for co-chair position. That will be put in BoardEffect for votes.

Meeting adjourned: 2:04pm