Information Security and Compliance Committee
Meeting Minutes
University Hall, Room 310
February 15, 2018

Present: Kyle Hern, Todd Beekley, Jane Combs, Rick Grant, Eira Tansey, Lorre Ratley, Matt Williams, Tara Wood, Dianne Brueggemann, Katrina Biscay, Cindy Lusby, Mel Sweet, Jesse Fatherree, David Baker, Amanda Bill, Ed Dadosky, Tina Bosworth, Michael Miller

Guests: Geoff Costa

Apologies: Bo Vykhovanyuk, Matthew Clayton, Bruce Burton, Megan Pfaltzgraff, Elizabeth Aumann, Tamie Grunow, Brett Harnett, Mark Stockman

New Business

- Welcome and Overview
- Review of January Meeting Minutes
  - FISMA Task Force will receive an update from Bo.
  - The minutes were unanimously approved with no changes.
- Enterprise Risk Management (ERM) Risk Heat Map – Todd Beekley
  - IT Security moved to the number 1 risk position on the heat map.
  - IT Security may be at top due to Equifax breach.
  - Next steps: Map top risks by President’s office to strategic direction.
  - Risk council reviews top ten risks monthly.
  - The heat map is from executive committee.
- DUO Update – Geoff Costa
  - Added 800 enrollments today.
  - Most Help Desk calls are to request help enrolling on device. There is a [website] and [KB articles for] assistance.
  - Multiple communications have been sent to the university community.
Duo is going live March 1st. This will require all UCFlex users to use Duo, no one is allowed to opt-out. (People using the UC mobile app or that hard swipe to clock in and out will not be required to use second factor).

Self-enrollment is encouraged. About 3,500 people are currently enrolled, about 15,000 people will be enrolled total starting March 1st.

The university is encouraging all users to use the Duo Mobile app which is an industry standard.

Duo will remember second factor for 30 days as long as user is on the same computer, on the same browser. If using a new browser, will have to provide second factor again.

Land line or desktop can be used in lieu of cell phone or a mobile device. Can use more than one device. UC app is recommended.

Maximum amount of data used by mobile app per year is approximately 1MB of data.

**Penetration Testing**

The annual penetration test is scheduled for the week of spring break. This is an external vulnerability assessment. Anything public facing is being tested. It is recommended to do this each year by internal audit. About a month after the test, the results will be issued to OIS and distributed to the system owners. UC is not expecting any impact. If anyone becomes aware of an issue, or sees something out of the norm, please reach out to OIS.

Had contract issues with vendor from last year so may be looking for new vendor in the future.

**Other Updates**

- European Union General Data Protection Regulation (EU GDPR) Update
  - Working with Office of General Council (OGC) to prepare for compliance.

- Gramm-Leach-Bliley Act (GLBA)
  - Has to do with financial aid and personal data UC receives from government.
  - Financial Aid office met with OGC and UC is well protected.
  - Financial Aid office will document their practices and create a document for risk assessment.

Meeting adjourned at 10:36 am.