Information Security and Compliance Committee
Meeting Minutes
University Hall, Room 420B
August 18th, 2016

Present: Bo Vykhovanyuk, Eira Tansey, Diane Brueggemann, Cindy Lusby, Katrina Biscay, David Baker, Jesse Fatherree, Lorre Ratley, Matt Williams, EdDadosky

Apologies: Angela Sklenka, Gary Grafe, Jane Combs, Brett Harnett, Mark Stockman, Mel Sweet, Tara Wood, Tina Bosworth, Bruce Burton, M.B. Reilly, Kyle Hern, Tony Iacobelli

New Business
  • Welcome and Overview
  • Review of July Meeting Minutes
    o Need to update membership on minutes and agendas. Remove Dan Beerck, Amanda Bill, Alla Lobkis, add Kyle Hern
    o Bo will follow up with BCS to see if they have a member to replace Gary since his role has changed
    o Lorre Ratley moved to accept the minutes; Jesse Fatherree seconded the motion. The committee voted unanimously to accept the minutes.

  • HIPAA Policy Update – Lorre Ratley
    o Changes to units covered
    o OGC is seeking another legal opinion to determine covered entities
    o College of Medicine may not be a covered entity but all data will still be protected
    o Hoxworth is not a covered entity, but is a business associate
    o Policy written as if whole university is covered but that is not true – policy will be rewritten more succinctly and reference OIS security policies.
    o Lorre will provide timeline for rewrite at a later date.
UC Health staff should not be downloading data containing ePHI to UC systems.

**Policy Status Update – Matt Williams**
- Data Governance Classification Policy was approved by this committee and it moved to IT Council
- See attached for policy statuses.
- HIPAA Info Sec policy will be retired when Office of General Counsel HIPAA policy is finalized and approved
- Newest versions of policies are updated and available on SharePoint site
- Computer locking policy was retired.
- Incident Management Response was changed to Information Security Incident Management Response policy
- Nelson is presenting last 4 policies listed to Council of Deans today
- Other policies in early development and will be shared in the future if they become policy
  - Perimeter Firewall policy, which will be renamed if it becomes policy
  - Elevated Access Policy – was an IT specific policy
- Comparing and contrasting policies with other comparable institutions and Ivy League schools.

**Other Items**
- **Data Loss Prevention (DLP) – Katrina Biscay**
  - Code Green Box integration is working and have received positive feedback from university community
  - UCIT – PIO is communicating new functionality and is in KB articles
  - Conducted overall scan of data in Box and no restricted data is there
  - Will continue to monitor with weekly scans and dynamic scan with each file upload
  - Primary goal is to prevent accidental exposure of data
  - Katrina will send Jesse the PowerPoint presentation being shared with key IT staff
  - Box will remove restricted files but breadcrumb will be placed on device to show where file is in restricted file on Box.
  - For DLP prevention education for users send them to kb.uc.edu and search for Box
- **Phishing Issues – Katrina Biscay**
  - Last 3 weeks have seen significant increase in attacks (12k+ attacks)
  - Graphics, logos, and language are correct in latest messages, which makes them look authentic
  - Attacks are very sophisticated and include email hacks with rules to remove account notifications
  - Attacks originated in Nigeria
  - Had 183 compromised accounts but no damage done to UC systems
  - Other universities experiencing increased attacks as well but they have experienced damage (stolen paychecks)
  - UC has controls in place to protect direct deposit accounts for paychecks
  - SPLUNK detected attack at UC and enabled OIS to notify Payroll within 20 minutes
- Additional controls will be added in the future
  - User education will increase
  - Notification of users who have been compromised — currently accounts are immediately disabled without notification
- Mobile devices render emails differently and make everyone vulnerable to accidentally clicking a link
- OIS requests everyone to forward phishing email to them abuse@uc.edu

- Creating a better definition of research data
  - Scholar.uc.edu is institutional repository for intellectual output
  - People can put data in repository and keep it private for self only, or share with specific collaborators, or make data public
  - Informationist (Librarians) work with faculty to help them understand issues related to data management
  - Eira suggests Ted Baldwin or another Informationist attend a future IS&CC
  - Eira will follow up with Lorre to workout logistics of inviting someone
  - In future, UC Data Governance committee will be formed.

Adjourn
Committee adjourned at 11:08 AM.
SharePoint Site for shared documents