IT Council Committee
Minutes

Date: Wednesday, April 26, 2017
Time: 8:00 AM - 9:30 PM
Location: University Hall, Room 420B (Collaboration Space)

Present: Nelson Vincent, Mitchell Phelps, Bashir Emlemdi, Jane Strasser, Christine Ackerman, Sally Moomaw, Nicola Ziady, Lorre Ratley, Brett Harnett, Bo Vykhovanyuk, May Chang, Anton Harfmann, Diana Noelcke, Paul Foster, Brian Verkamp, Annette Marksberry, Dom Ferreri, Victoria Wangia-Anderson

• Review and Approve Minutes (attached - Nelson Vincent)
Jane Strasser motioned to accept the minutes; Sally Moomaw 2nd motion. The motion passed unanimously.

• Faculty Senate elections (Sally Moomaw)
  o Cynthia Ris is chair elect. She will start next year. Sally will send newly elected IT Governance representatives to Jane Haniefy. They will start in fall semester.

• IT Council Updates (Nelson Vincent)
  o Nicola Ziady is replacing Jeremy Martin on IT Council as the representative for Governmental Relations.
  o IT Council will not meet over the summer. The Council will communicate via email until August 23, when meetings resume.
  o Annual policy reviews will take place before fall semester starts and updated policies will be sent through integrated decision making before the end of the year.

• New Student Undergraduate President (Mitchell Phelps & Nelson Vincent)
  o Mitchell introduced Bashir Emlemdi as the new undergrad president. Dana Drage is the newly elected undergrad student vice president. Bashir and Dana will share the responsibility for attending IT Council meetings and advocating for students.

• eLearning Leadership Changes (Nelson Vincent)
  o Chris Edwards is leaving the university on April 30, 2017. Paul Foster will be interim AVP for eLearning effective May 1, 2017.
• EIT Digital Communications & Web Standards Subcommittee (Paul Foster & Nicola Ziady)
  o Is a new subcommittee reporting to eLearning topical committee, formed in part to address
    the requirement from OCR to have governance around digital and web communications EIT
    standards. Jeremy Martin, Governance Relations, and Heidi Pettyjohn, Director of Student
    Affairs, will be the co-chairs. This will likely become a separate topical committee later.
  o Membership for the subcommittee was selected based on expertise. Brian Verkamp has
    some suggestions for membership and will forward them to Paul and Nicola. Anton suggested
    that the Council of Deans be consulted for membership as well.
  o Nicola’s unit, Governmental Relations, has petitioned the Office of the President’s to form its
    own governance around Digital and Web Communications but it has not been approved yet.
  o Nicola will bring an update on branding standards to IT Council when they meet again in
    August. New standards are being developed that are EIT Accessibility compliant.

• LMS Task Force Update (Paul Foster)
  o UC senior leadership asked for additional information in the form of a business plan and for
    total cost of ownership before a pilot takes place.
  o Several college volunteers are working with CEeL to determine if courses should be migrated
    or if courses should be rebuilt in another LMS.
  o Also the eLearning team is closely monitoring Bb Ultra development. Paul is meeting with Bb
    to discuss Ultra in mid-May. Regardless of LMS choice, UC will maintain a relationship with
    Bb because of the other Bb products in use at UC.
  o Concur pilot is being extended; full implementation will not begin in May.
  o LMS course changes will not occur in fall 2018 when HLC is on campus for accreditation.
  o Recommendation is still to hold small-scale pilot of Canvas with 10 faculty for one semester.
    Based on data from that pilot, decide if a large-scale pilot should be conducted with 100
    faculty for one semester. Data from large-scale pilot would inform decision if UC should
    migrate to Canvas. If that decision is made, it will take a year to prepare for migration and
    full implementation.
  o Paul will work with Bashir to include student government on the LMS Task Force. Bashir
    suggested that the new student IT representative should be on the committee.

• FISMA Task Force Update (Bo Vykhovanyuk and Brett Harnett)
  Federal Information Security Modernization Act is to protect federal government data in
  grants and contracts. Often FISMA compliance is not obvious in grants and contracts and
  responsibility falls to primary investigators (PIs). PIs should focus on science and not
  compliance.
  o Building FISMA infrastructure is very expensive. Many universities use cloud services.
  o The FISMA Task Force is investigating using Amazon Web Services (AWS) as the FISMA
    compliant environment for UC as a short-term solution.
  o Also trying to implement a Cloud Access Security Broker which acts as a funnel.
  o Hope to have a draft recommendation by first week of May and present it to Office of
    Research, later to ITCAC and to IT Council.
  o Funding sources for FISMA compliance is unknown right now but one suggestion is that
    departments build in a line item for FISMA compliance in their grants.

• Duo – Two Factor Authentication (Bo Vykhovanyuk)
o Will be phased in at UC. Pilot group will be HR, Controllers Office and OIS. May 1 will be optional for staff from those units; June 1 will be required for those 3 groups.
o Help Desk will direct calls to OIS during the pilot. Training will be offered to IT Managers for support before full implementation.

• Policy Updates (see attached - Bo Vykhovanyuk)
a. Infrastructure, Platform and Software as a Service (attached)
o Policy states that use of cloud based services to extend infrastructure and platform are prohibited for use without coordination and approval of Office of Information Security to ensure security standards are met.
o Bo will attend eLearning and R&D Committee meetings to discuss Infrastructure, Platform and Software as a Service policy.
o Once this policy is in place, OIS will develop a procedure and knowledge base article.
b. Privileged Access Policy (attached)
o Policy was only applicable to central IT for system administrators. As a result of 3rd party audits, OIS is now recommending this policy be in place for all IT across the university. Bo will present the policy to all topical committees.

• Adjournment
o Committee adjourned at 9:31 AM.