

WSU ITSAC MEETING - Minutes - approved

MEETING INFORMATION

Date: March 25, 2021
Time: 1:00pm – 2:30pm
Location: Zoom

1. Welcome and Approval of 02.26.21 minutes - APPROVED

Sasi Pillay

2. OCIO of Washington guidelines and requirements in light of the password change with 15-character passwords which is to be effective as of today, 03.25.21 - CHANGE SUSPENDED

Tony Burt

- a) Cannot find reference on the OCIO website but did find documentation of user ID standards using SSO, specifically quoting single and/or reduced credentials and reduced number of log-on prompts. User should be able to use one sign-in to access.
- b) It is requested that ITS delay this change
- c) Tom Ambrosi reports that the authentication Standards OCO 141.10 are outdated prior to MFA and are in the process of being updated. Current password length requirement is 10-characters for external users and 8-characters for internal users.
- d) The change control board followed their process in developing and recommending this policy change, reports Jacqueline Southwick
- e) Sasi thanks Tony Burt for his valued involvement and for surfacing this question. After review by appropriate staff, the change has been suspended.

3. Change Control Board (CCB)

Tony Opheim

- a) Considering issues around the password change (agenda item #1), we will take this opportunity to review processes of the CCB. To improve the processes, slight but significant changes will be considered.
- b) Enterprise CCB is an option for elevated changes including high-risk or high impact. Enterprise CCB would be a broader group of invested parties

4. Office 365 Exchange Encryption Implementation

Tom Ambrosi, Tony Opheim, Bill Rivers, Dan Hamilton

- a) Communication guidelines have been worked through. PII and PHI specific is not recommended at this time. Tom and Tony are working on a process to handle this type of data.
- b) Communication will go out today announcing April 7, 3pm open forum for answering any questions users may have
- c) A set of FAQs are available through the Crimson Service Desk.

5. REN-ISAC

Tom Ambrosi, Tony Opheim

- a) HIPAA privacy rule assessment against the 0365 environment is completed
- b) Tom and Tony will review and plan to mitigate risk and comply with HIPAA security rule
- c) Tony noted that TEAMS was recommended over SharePoint due to additional controls available to limit the ability to share data in and out
- d) Rules require registration process via an onboarding process where encryption will probably come in to play
- e) University of Indiana playbook will be a good guide in moving forward with this process

6. Site Licenses

Dawn Barnard, Greg Neunherz

- a) Bill Bonner and group have put a lot of work into an activity/cost metrics which is the foundation model for cost recovery
- b) The metrics will be ready possibly by the April ITSAC meeting

- c) The question is what software is included in this model, where is the software currently located and how is it funded?
- d) ITSAC members will receive communication from Greg, Dawn and their committee requesting current software information
- e) The Committee is making a list of “enterprise” software and will run the model for use/cost, list of software and specific costs will be clear. Additional software can be added to the model as necessary.
- f) Current funding models are inconsistent
- g) Adobe/SAS will cause sticker-shock to those caught unaware. As an institution, this software comes at a higher expense because of the way the software is purchased by individual areas
- h) Don Holbrook will most likely take this request to the Executive Budget Council and will include one-time funding and continued funding forward
- i) The goal is that University Cabinet will review the metrics and provide central funding for enterprise software
- j) The request is urgent as Dawn pointed out, due to the fact that the state budgets are coming out of the legislature in May
- k) The Committee will formulate a few talking points that will be dispersed to ITSAC members to communicate to their unit heads

7. **WSU Data Initiative**

Fran Hermanson, Sasi Pillay

- a) The University Strategic Plan calls out for this type of process under the student success category
- b) Thank you to Greg Crouch for facilitating this discussion and its progress
- c) The WSU Data Initiative Committee will be at the same level of governance as ITSAC. The Committee will review use cases for reporting and for predictive analytics by interviewing campus leaders, data stewards, etc., to move the initiative forward.
- d) Nine vendor proposals have been requested. These proposals will be reviewed by the Committee.

8. **IT Strategic Plan and One WSU**

Sasi Pillay

- a) WSU IT Strategic Plan will be created with input from ITSAC members and will work in parallel with One WSU
- b) The goal is a completion of the plan by Fall 2021
- c) Please send comments and suggestions regarding the IT Strategic Plan to Sasi and copy Sue
- d) A future ITSAC meeting will be dedicated towards working on the IT Strategic Plan

9. **EP 21**

Sasi Pillay

- a) Sasi consulted with several groups with a final conversation with Paul Pitre. It was agreed to add the campus of Everett onto the list in Executive Policy 21.
- b) Sasi and Phil Weiler are scheduled to meet in April to discuss
- c) Committee will be formed to review and migrate existing names into the new plan as well as review and make determinations on domain name requests.
- d) Committee make up will include ITSAC members or appointees, faculty senate, faculty, etc.

10. **Other:**

a) **Jabber**

Juan Zavala

- o Juan requests a meeting with IT team to discuss the use of Jabber both on desktop software and personal devices. WSU Foundation will cover the fee for any development officers who request to use the service.

The next ITSAC meeting will be held Thursday, May 27, 2021, 2:00pm - 3:30pm