

# WSU ITSAC MEETING - Minutes - approved

## MEETING INFORMATION

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**Date:** April 23, 2020  
**Time:** 1:00pm – 3:00pm  
**Location:** <https://wsu.zoom.us/j/439466318?pwd=STIJVWdrVndZRDFkZVB0K0FLZm1oUT09>

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### 1. Welcome and Approval of 03.26.20 minutes - APPROVED

*Sasi Pillay*

### 2. Discussion - Multifactor Authentication for Office 365

*Tony Opheim, Bill Rivers, and Dan Hamilton*

**Purpose:** To gain broad institutional support for this change and commitment from the distributed IT staff to assist their staff/faculty with migrating to supported applications or browsers or steer them along with the students to the Crimson Service Desk.

Originally planned for Spring Break, ITS is now targeting August 4, 2020 for converting the current Shibboleth-based authentication to Okta. At the same time, ITS plans on enabling a second factor for authentication (2FA) as done with myWSU earlier in the spring. Besides the additional steps required to gain access to email, there is a greater consequence – it is currently estimated that approximately 11,000 users (25%) are currently using email applications that do not support the underlying protocols required for 2FA and will need to switch and/or upgrade to supported applications, such as any recent release of Microsoft Outlook, or the most recent version of mainstream web browsers, such as Firefox or Chrome.

- Communication and direction will be distributed widely and far in advance of updated target date of August 4, 2020
- Strong assistance from endpoint support will need to be provided
- Assess and determine applications for short list, to include: Outlook versions and most modern browsers
- Exception process is about service and non-interactive accounts
- MFA will be changed from 24 hours to 10 let hours

### 3. Discussion & Decision - Policy Review and Approval (attachments a - k)

*Tom Ambrosi*

**Purpose:** Review and approval of Policies (Attachments a -k). This will lead to continued improvement of the Cybersecurity environment at WSU

- Executive Policy #8, University Data Policies - APPROVED unanimously
  - BPPM, Mobile Device Management, WSU Owned Mobile Devices - APPROVED unanimously
  - BPPM, Mobile Device Management, Personally Owned Devices - APPROVED unanimously
  - BPPM, Info System Account, Identity and Authentication Management - APPROVED unanimously
- **Roles, Responsibilities, and Definitions Policy.** This policy has the Roles, Responsibilities, & Definitions that all policies (security & privacy EPs & BPPMs) will point to. Approve this policy and publish it as soon as possible.
  - **EP37:** Already approved. Update this policy so all Roles/Definitions defined in this policy point to the new Roles/Definitions policy. Publish along with EP8 once the Roles & Definitions policy is published.
  - **EP8:** Approve policy. Update policy so all Roles/Definitions defined in this policy point to the new Roles and Definitions policy. Publish along with EP37 once the Roles and Definitions policy is published.
  - **BPPMs (Acct, ID, Auth / WSU & Personally Owned Device policies):** Approve policies to be effective July 1, 2020. Update polices so all Roles and Definitions defined in this policy point to the new Roles and Definitions policy.
  - **Other policies (attached) and listed below** to be introduced at the ITSAC mtg. It is the CIOs directive that these policies be approved at the May ITSAC mtg and be published & effective July 1, 2020.

- e) BPPM, System and Information Integrity Policy (replacement for EP 14)
- f) BPPM, Auditing and Accountability
- g) BPPM, Configuration Management Policy
- h) BPPM, Information Security Planning
- i) BPPM, Security Assessment and Authorization
- j) BPPM, WSU Information Security Roles, Responsibilities and Definitions
- k) Executive Policy #13, Wireless LAN Policy (this is a rewrite of the current EP#13. This policy will be rewritten as a BPPM and will replace the current EP#13).

1. Above policies (e - i and k) will be voted on at the May 28, 2020 ITSAC meeting
2. Policy J, WSU Information Security Roles, Responsibilities and Definitions will be voted on at the out-of-cycle ITSAC meeting scheduled for May 12, 2020

All BPPMs to be published will have the following statements as part of the policy:

- Information Owners are accountable for developing appropriate procedures for the implementation of this policy.
- **Information Owners are to develop procedures to implement this policy in a reasonable amount of time, not to exceed 12 months after this policy goes into effect.**
  - o Enterprise - wide MDM solution could be paid centrally. Sasi will work with the President.
    - Tony will assemble a team to include representation from Tom's group, Alistair Boudreaux, Mathew Vaughn, Wade, L Kevin Imel, Bryan Valley and Greg Neunherz
  - o We will keep the 12-month time frame and will consider exceptions

CISO will work with the Information Security & Compliance Subcommittee to come up with a plan to verify that these policies can/cannot currently be complied with. Over the course of FY 2021, we will provide guidance for complying with these policies. Where the University will not be in compliance, we will provide guidance on 1) what it will take to comply, 2) provide recommendations on risk mitigations that can be put in place, or 3) recommendation to accept the risk of not complying and document the risk, 4)...

There will be two more policies that will be introduced at the May ITSAC mtg:

- Incident Response Policy
- Risk Assessment Policy

#### 4. Sub-Committee updates

- Greg Neunherz will present at the upcoming out-of-cycle ITSAC meeting, May 12, 2020

#### 5. Informational - Loaner Laptop and Hot Spot Program

*Sasi Pillay*

- 650 hot spots are on order from Sprint
- 170 Chromebooks were shipped out to students. A \$300 deposit was placed on student accounts and will be charged if students want to keep the laptop. Several students have already asked to keep and purchase the laptop.
- Faculty and staff can purchase the laptops

#### 6. Informational – Parking Lot Wi-Fi Access

*Tony Opheim*

- Pullman has 2 locations including PACCAR and the Brelsford Visitor Center
- A campus-wide assessment provided four additional locations which could be deployed
- CAHNRS is building out their extension sites. All 60 locations did not get funded. The first 15 did get funded.
- GIS system link  
<https://gis.wsu.edu/portal/apps/MapSeries/index.html?appid=e0881c1dd52e49ffa296e94597168f28>

- ANYROAM site is tracking Eduroam locations <https://www.anyroam.net/node/2991>
- Parking-lot data -
  - Erica Austin is suggesting the following: Can we make an informed outreach regarding the intentions and limitations and a feedback loop available for those using these facilities?
  - Tony Burt - One related point, Eduroam is an asset for us. We have students using it at a campus in Alaska to be able to get access.

## 7. Informational – Webinar on Accessibility

“Wading in the WCAG Waters: First Steps Toward Facilitating Accessibility Change at your Institution”  
*Michele Bromley, IT Accessibility Coordinator at Portland State University*

April 29, 2020, 2:00 - 3:00p.m. via Zoom

[Register now!](#) Registration is free, and open to anyone from Alliance and NWACC institutions. You are welcome to forward this email to anyone in your institutions that may be interested in accessibility.

Please visit the [NW HEAT](#) website for additional information.

## 8. Other

- *Building Bridges 2020* has been postponed to Thursday, August 5, and Friday, August 6, 2021

Next ITSAC meeting - May 28, 2020 | 1pm - 3pm