

# WSU ITSAC MEETING - Minutes - approved

## MEETING INFORMATION

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**Date:** May 27, 2021  
**Time:** 2:00pm – 3:30pm  
**Location:** Zoom

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### 1. Welcome

*Sasi Pillay*

### 2. Site Licenses - APPROVED to move forward with model/proposal/issue paper

*Greg Neunherz, Dawn Barnard, Wade Lafferty*

- a) The initial bundle of licenses will include SAS, SPSS, Qualtrics, Malwarebytes and Matlab. Sasi, Dawn Barnard, Stacy Pearson, Vicky Murray and Kelly Westhoff will conduct a final review of the funding model and prepare an issue paper on the WSU Site License program. Sasi and Stacy Pearson will then present the proposal to the President's Cabinet.
- b) The proposal will include some transitional funding and a process for payment in advance by all areas for the licenses. ITS will streamline the administrative process for purchase, payment and the use of these licenses.
- c) The spreadsheet is modeled with the amount that each area is currently paying in FY21. Every area will have to make a minimum payment \$1,500. ITS will continue to contribute about \$60K for this effort, which previously underwrote a portion of the Adobe contract. We will request an increase in this amount to be considered as the transitional cost for 3 years.
- d) The working group, moving forward, will include Eric Rogers, Director of Purchasing Services and ITS AVP for Business and Financial Services

### 3. Approval of 04.22.21 ITSAC meeting minutes - APPROVED

*Sasi Pillay*

### 4. Tableau - tabled to be discussed at a later date

*Sasi Pillay, Fran Hermanson*

### 5. Data Initiative

*Sasi Pillay, Fran Hermanson*

- a) Consultants from Huron will assist with many facets of this process
- b) The process has been designed for System-wide participation
- c) Data dictionary, Master Data Management, data definitions, standards and training are going to be part of this initiative
- d) This effort should help us move towards a self-service model for data analytics

### 6. Status on Cybersecurity Policies and Unit Responsibilities

*Sasi Pillay, Heather Lopez, Tom Ambrosi*

Executive Policy 37 discussion

- a) Identify risks and assign accountability to each unit
- b) Some level of risk assessment must be done prior to launching a new service. Risks must be identified and signed off by the unit head.
- c) External audits are exposing our current risks and evaluating the efficacy of current controls that are in place
- d) The process of risk assessment is being developed
- e) Origami software, a risk management software will be used to document risks and mitigation strategies for each unit

### 7. Building Bridges 2021 Conference, 08.02.21 - 08.06.21

*Sasi Pillay*

- a) Up-to-date information will be distributed to ITSAC members

**Next scheduled ITSAC meeting is June 24, 2021**