1. Welcome and Approval of 05.28.20 minutes - APPROVED  
   Sasi Pillay

2. Status of Policy reviews and approvals (attachment)  
   Tom Ambrosi  
   • Policies were reviewed by and approved by ITSAC as well as a second group. Policies were then approved by the President’s Cabinet on 07.13.20.  
   • These policies must be implemented within one year  
   • Centralized funding will be requested for some of the expense involved

3. Status of Open Audit Findings  
   Tom Ambrosi, Tony Opheim, Sasi Pillay  
   • We moved from 126 initial audit findings to a single digit of items that have not been closed

   Kevin Imel  
   • Sub-Committee has been meeting weekly for the last few months with representation from most campus locations  
   • Dan Hamilton enlisted a Microsoft engineer who was instrumental in working through many issues and problems which have been resolved and group is moving forward  
   • Test cases are running in the MDM  
   • Managing Chromebooks and like devices have raised questions  
   • Expend MAM offerings for broader testing by IT professionals  
   • ITSAC group may be added as a testing group into MAM  
   • Universal go-live for all WSU is anticipated for this fall, date to be determined  
   • Baseline policies are being used but are in a non-readable form and will be converted to understandable terms and will be ran through ITSAC for consideration  
   • Kevin met with Tom Ambrosi regarding concern over security and the consideration that the Covid-19 telework process may not address some policies as far as WSU data and personal mobile device access  
   • Training may be helpful in setting responsibilities and direction for users who may access WSU data on personal devices and ethics considerations need to be addressed  
   • Covid-19 level of risk needs to be phased back to address non-emergency governance of tele-work

5. MFA Rollout and Email Configuration Changes  
   Todd Weston, Tom Ambrosi, Dan Hamilton, Tony Opheim  
   • The outcome of the tests is that the response to the configuration is as expected with no major surprises  
   • The MFA requirement is what we have broadcasted per device  
   • A device-oriented policy does eliminate MFA for the set number of hours on the same device  
   • The requirement to switch to Outlook for access to email must be widely messaged out  
   • Messages need to be specific to one certain topic and worded in layman terms, so messages can be easily understood  
   • The MFA timeframe was discussed. The hours could be adjusted from 10 to 24 hours. Sasi will discuss with the President.
Other:

6. **DocuSign**
   *Dawn Barnard*
   
   - Dawn has been working through security issues with DocuSign
   - The cost is estimated at $4 per envelope