WSU ITSAC MEETING - Minutes

MEETING INFORMATION

Date: January 27, 2022
Time: 1:00pm - 2:30pm
Location: Zoom

1. Welcome and approval of 11.04.21 minutes - APPROVED
   Sasi Pillay

2. Announcement of ITS Assistant Vice President, Darren-Michael Yocum; Interim CISO, Michael Walters; Executive Director, Carrie Johnson and Jacqueline Southwick, Systems Communication & Customer Experience Director
   Sasi Pillay

3. ITS and Change Control Board (CCB) updates, announcement of ITSAC representatives on CCB
   Tony Opheim, Michael Walters, Jacqueline Southwick, Dan Hamilton
   a) ITSAC representatives on CCB are Tony Burt and Sally Texter
   b) In response to incidents that occurred last year, we are taking the opportunity to improve our process document, most notably the rules of engagement on handling changes and in support of incidence management and communication
   c) ITS plans to put together a working group of practitioners to work toward an improved and updated CCB document. Interested ITSAC members are asked to contact Tony Opheim.

4. Service account password expiration exemption remediation project
   Tony Opheim, Bill Rivers, Dan Hamilton
   a) An audit finding from several years ago asked we shore up our expiration exemption of passwords. We expect to have a plan in place before May 1, 2022, to begin the remediation process.
   b) We have identified where these accounts belong and will be reaching out to those units by 02.01.22
   c) Units are requested to give us a status report within 90 days of receiving their list of accounts (05.01.22)

5. Oracle Java Runtime licensing
   Tony Opheim
   a) We have completed an internal analysis and have the option of uninstalling, convert to open version, or purchase licenses. ITS has purchased, through CDW, 13 licenses at $25 per license, to cover ITS needs.
   b) Please review your unit’s usage and work toward a plan. Each area will order their own licenses as needed.
   c) Contact Tony for further information or assistance

6. IT security and risk reduction presentation
   Sasi Pillay, Tony Opheim, Michael Walters
   a) Tony shared a presentation and PowerPoint with information around the following:
i. IT security and risk reduction accomplishments
ii. In-progress IT security and risk reduction
iii. Security initiatives including a 3-step assessment to review existing controls, identify and remediate gaps as well as a plan for annual, enterprise-wide, role-based security awareness training

7. **Jira replacement charter**  
   *Anden Lewis*  
   a) Anden shared Jira transition project presentation

8. **Site licensing program FY22 gap of $75,000, filled by central budget, and discussion around overcoming future shortages**  
   *Sasi Pillay*  
   a) To be discussed at 02.24.22 ITSAC meeting  
   b) WSU Enterprise Site License Cost Model FY22 - FY24 document will be shared prior to 02.24.22 ITSAC meeting