SUMMARY FOR INFRASTRUCTURE PORTFOLIO
DATE: October 24, 2013
TIME: 10:30am-12:00pm
LOCATION: Marriott Library Board Room

IN ATTENDANCE:
Mark Beekhuizen        Dan Bowden        Steve Corbató        Steven Dean
Mike Ekstrom           Cynthia Furse      Dan Hutten           Trevor Long
Eric Denna (ex officio)

COMMITTEE SUPPORT: Anita Sjoblom, Aspen Perry, Josh Wall

UNABLE TO ATTEND:
David Blackburn         Jim Livingston     Nelson Beebe         Sylvia Torti

ALSO IN ATTENDANCE:
Brent Elieson – Associate Director, Infrastructure
Caprice Post – Director, Unified Communication

AGENDA ITEMS DISCUSSED:
• PCI update
• Password expiration and multi-factor authentication (MFA)
• IP Governance Task Force
• Funding IT in “new” academic spaces
• Box service features and cost

PCI update

The hospital will be almost 100 percent compliant by December. Additionally, main campus is on schedule to be 50 percent compliant by December.

Password expiration and multi-factor authentication (MFA)

There will no longer be a “turning on” of expiration tools, meaning there will be no set days that will force users to reset passwords automatically. Instead the plan for managing expiration will be based on the user’s role, department policy, and risk. The users will be associated with groups based on a regulatory or policy need. For example, there will be expiration groups based on the level of risk — some will be 30 days and some will be 90 days. Once users are placed in the appropriate group, reports will be run to determine who has not reset passwords in the recommended time. A governance process and policy with the respective data owners will determine how this is done, and what actions are taken for non-compliance.
Multi-factor authentication will require a target audience with identified IT system administrators using two IDs: a UNID for general work, and a second “admin id” for all work on production systems. The target audience is recommended to be any high-profile users on campus or within Health Sciences.

Motion: Should we move faster on MFA and come back with Payment Card Industry (PCI) standards? Should we move forward with the pilot being funded through University Information Technology (UIT), with the understanding the rolling out to other areas will require going to the Operational IT Committee (OITC) for funding approval? This option was unanimously approved.

Action: UIT will fund a pilot for the IT staff in Education, Pathology, Engineering, and Law.

**IP Governance Task Force**

After the committee reviewed the estimated initial cost of full-time employees for the MFA roll out, it was strongly recommended this cost be rolled into a larger scope. This scope would immediately go to the OITC and include a request for more IT funding and resources, as the committee agreed having more IT resources would greatly benefit main campus and the hospital.

Motion: Should IT Directors create a tactical and strategic business plan that will go through OITC for funding approval? This motion was unanimously approved.

Action: Mike Ekstrom will come back in November to present the business plan and request approval to take the request to OITC’s December meeting.

A motion was made regarding the approval of Task Force members. Because membership acquisition and acceptance is still taking place, this Task Force is not expected to be fully functioning immediately. Should it be up to the chair to acquire and replace members? It was unanimously agreed the chair has full authority to acquire and replace members, with the understanding that any changes will be communicated to this committee.

**Funding IT in “new” academic spaces**

The committee reviewed the issue with funding for IT needs not being taken into account when new buildings are being donated to the University.

Motion: What should the process be when acquiring new buildings?

Committee recommendation: In the future, there must be appropriate consideration for the donated buildings’ IT needs and requests. All IT funding inquiries should go through the OITC during the acquisition of a new building. As an additional recommendation, IT should consider defining an individual as a point of contact for all new building acquisitions.

**Box cloud storage**

There had been a request from various hospital and main campus departments for a storage service with file sharing that is secure. The committee reviewed the service features and licensing cost of Box
storage. It was brought up that the schools with the most success using Box services are those who centrally fund the services.

Motion: Should Unified Communication move forward in requesting funding for Box Storage services? This motion was unanimously approved.

<table>
<thead>
<tr>
<th>Action summary</th>
<th></th>
<th>Person/Group</th>
<th>Next step</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inform</td>
<td>PCI update</td>
<td>Dan Bowden</td>
<td>Move forward to meet compliance deadlines, as listed above.</td>
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<tr>
<td>Action</td>
<td>Password expiration and MFA</td>
<td>Dan Bowden</td>
<td>With the committee’s approval, UIT will fund the pilot MFA for the IT staff in Education, Pathology, Engineering, and Law.</td>
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| Action                              | IP Governance Task Force  
1) The committee recommended presenting a tactical and strategic business plan to take to the OITC for funding approval.  
2) The process for acquiring and replacing Task Force members. | Mike Ekstrom | 1) Eric, Dan, Mike, and Steve will create a strategic business plan to present to this committee in November, for approval to take to the OITC.  
2) The committee agreed the Task Force chair will have full authority to acquire and replace members, as long as they inform this committee of the changes. |
| Discuss and recommend              | IT funding for “new” academic spaces | Mike Ekstrom | The committee recommended all future building acquisitions have to consider IT requests and all IT funding approval must go through the OITC. Additionally, should consider naming an individual as the point of contact for new building acquisitions. |
| Inform and action                   | Box cloud storage | Caprice Post | After the committee reviewed the features of the Box storage services, it approved Unified Communications requesting central funding from the OITC. |