



Attendees:

Area	Name	Attended/Absent	Area	Name	Attended/Absent
Advancement	Damon Cates	Attended	Provost Office Representatives	Patrick Boyle David Slavsky	Attended Attended
Enrollment Management & Student Success	Paul Roberts	Attended	HR	Winifred Williams Danielle Hanson	Attended Attended
Facilities	Kana Henning	Attended	ITS/Facilitator	Susan Malisch	Attended
Finance	Wayne Magdziarz Teresa Krafcsin	Attended Attended	ITS	Jim Sibenaller	Attended
President’s Office	Tom Kelly	Attended	Student Development	Jane Neufeld	Attended
Provost	Margaret Callahan	Attended	UMC	Colleen Newquist	Absent

Welcome, Meeting Purpose & Agenda

The minutes from the February 6, 2018 meeting were approved as written. The agenda for May 1, 2018 includes an update on the University’s requirements for the General Data Protection Regulation (GDPR), an overview of the Information Security Program and a preview of the ITS Dashboard pilot.

GDPR – General Data Protection Regulation

Jim reminded the ITESC of the status of GDPR from the February meeting. GDPR is effective on May 25, 2018. To date, a GDPR working group has been assembled and includes staff from JFRC, Records and Registration, and Health Sciences. The working group has been meeting weekly since March with General Counsel. Recently, a Data Survey was distributed to key ITS staff and Department Heads. The survey requests the location of where personal information is entered, processed or stored in the different areas and divisions. The responses have been slow but are being returned. The UIISO has completed an inventory of Security Policies and Procedures and have identified where updates need to be made. A draft of a LUC-wide Privacy Policy and Notice has been sent to the GC for review. The survey responses will shape the final policy once it is determined how data is moved and stored. In addition to the policy, a GDPR website has been created and content is being drafted. In the coming weeks prior to May 25, a data protection impact assessment will be completed, General Counsel will begin working with LUC vendor contracts to determine their compliancy. Research has indicated a Data Protection Officer is recommended but not mandatory; the role, duties and classifications of a DPO are currently under review. The survey results will also finalize development of use cases and determine legal basis. Jim explained if there is a legal basis LUC can keep the data and does not have to erase or give back to the subject.

Jim stated work continues after May 25 once the GDPR is in effect. LUC has a very good plan in place and we seem to be ahead of other peer institutions, however there are several unknowns. General issues, questions, best practices etc. will begin to surface once in effect and LUC can refine any remaining details, policies, procedures, and risks to close any gaps. Jim concluded the next steps are to move forward with the plan, respond to questions, prepare for any adjustments and continue to communicate the progress. Susan will have an executive status for the next President’s Cabinet meeting.

Information Security Program Overview

Jim and Susan previewed the Cyber Security presentation prepared for the June Audit Committee Meeting of the Board of Trustees. Jim recapped how LUC approaches securing the LUC data from cyber-attacks. Cyber attacks are constantly evolving. Recently, there has been reports of mobile phones being at risk (Android more than Apple), and it proliferates with smart watches, fitness trackers, smart security cameras, automatic systems to control heating and cooling, home devices such as Alexa, and essentially any device that connects to the internet, the “The Internet of Things” or IoT. Jim reviewed current and future changes to the environment to bolster our information security posture.

Another protection layer are the physical security cameras around campus. The cameras and servers have been upgraded and provide a cleaner more focused picture with HD, infrared and night vision and the on demand retrieval of recordings. Body cameras for Campus Safety officers are in discussions and could possibly be in place as early as Fall 2018. The HSC campus cameras are managed by the hospital and are on a different system but initial discussions are underway to bring them under LUC. Security initiatives across the other campuses include JFRC, LUREC and Cuneo.

The Maxxess hardware will be replaced with Mercury. Mercury is not proprietary and works with other vendors. This migration will be a multi-year process.

Action Item – Susan and Kana to connect on coordination with facilities staff related to Maxxess changes.

Feedback – Eliminate the physical security from the Audit Committee presentation; add financial resources allocated for the security upgrades.



ITS BI Dashboard – Susan Malisch

Susan provided an overview of the BI dashboards that are under development. Work continues on the BI models in progress for the Advancement division and for Net Tuition Revenue, in collaboration with OIE and Finance. Student Development and Enrollment Management are in the early discussions on areas of interest to them.

Theresa asked how projects are being prioritized. Susan advised the BI initiatives will likely fold into the existing prioritization process with the current Project Review Board.

Next meeting – Wednesday, June 20, 2018 – 1:30-3:30 – GC West | LT 1704 | and via Zoom tele/video conference.

Respectively submitted by;
Sondra Heine