LOYOLA UNIVERSITY CHICAGO

Preparing people to lead extraordinary lives

Attendees:

Area	Name	Attended/Absent	Area	Name	Attended/Absent
Academic Affairs	Sam Attoh David Prasse Patrick Boyle	Absent Absent Attended	HSD	Roger Russell	Attended
				Steve Bergfeld	Absent
			President's Office	Tom Kelly John Pelissero	Attended Attended
			HR	Winifred Williams	Attended
Advancement	Fr. Justin Daffron	Attended	ITS/Facilitator	Susan Malisch	Attended
Facilities	Kana Wibbenmeyer	Attended	ITS	Jim Sibenaller	Attended
Finance	Rob Munson	Attended	Student Development	Jane Neufeld	Attended
Finance	Andrea Sabitsana	Attended	UMC	Kelly Shannon	Attended
Guests – Bruce Montes					

Welcome, Meeting Purpose & Agenda

The minutes from the May 14th meeting were approved as written. The agenda will include the Project Prioritization, Project updates and details on Security Awareness training.

Project Prioritization

Jim provided an overview of the prioritization process for the newer members of the committee. This exercise is designed to discuss the upcoming technology projects in queue or being worked on, and to set the priority for where major resources and investments should go over the next six months.

Currently, there are between 260-270 projects active and approximately 10 new requests each month. Susan reviewed the major programs which have become "pre-approved" projects that do not get prioritized but always include priority projects, these include projects associated with LOCUS enhancements, ECM, DWBI, LUHS/LUC/HSD and Information Security programs and the continued effort for Business Continuity/Disaster Recovery.

Informational updates included;
- Kevin's team is working with Tom Murray on the Maxxess Projects.
- The parking garages are moving from Data Park to a new vendor. Does not include the Lawson lot at the WTC.
- Work is commencing for the AWA upgrade for Advancement.
- Library migration is being handled by the Library.
- Lynx panic button software installation has begun with the classrooms, the process piece is still being worked out. Taking an inventory to document where and what type of alarm is in place in non-classroom locations is a next step.
- Faculty Information System; requirements have been identified and need approval.
- Conference Services; due to growth of activity, they are interested in a replacement for Kinetics.
- Wellness Center would like to add a prescription module to Point and Click. This would eliminate a physical Rx being written. Jane will inquire if the student fees can help fund this project.
- Space System Assessment has been added and listed as a B project. Funding has been secured to invite a 3rd party to do a needs analysis. Kana and Jim will select a vendor and move this forward.
- Loyola Secure Access (VPN replacement) will be rolled out in July. LSA is a web based solution to access your files and applications virtually, Lawson included. It will be single-sign on, and compatible for MAC users.
- There is new Clicker pilot in progress. There will not be a receiver or physical clicker in the classroom. Students can download to their mobile device and faculty use a web interface. It's not a broad need buy key for some courses such as Biology. Student will subscribe to the service instead of having to purchase a physical clicker. They can take their physical clicker they've already purchased and get a credit toward their subscription. Bruce advised ITS will keep the physical clickers for a time as a backup.

Requested changes;
- Andrea suggested to move the Lawson program of projects to pre-approved status for the December Prioritization.
- Change the Office of the President to Office of Admin Services (line 75 and 82).
- Upass for Aruppe is new and can be added to the existing Upass and needs to be changed from Residence Life.

At conclusion, the committee was in favor of the Plan of Record as given and explained.

There was brief discussion around MAC users. There has been an increase of MAC's being brought to campus. There is more dedicated MAC support today. John advised faculty are asking for a MAC upon a start of their appointment. ACTION: The MAC policy is out of date and needs to be updated on the ITS website.

Information Security Risk Assessment

Jim gave an update on the Action Plan for risks that were discovered during the Risk Assessment. There were 81 unique risks with zero critical risks. The UISO will begin to organize projects (treatments) to manage the identified risks.

Password Management – Self Service

Bruce reported as of 6/30/15, approximately 5,500 individuals enrolled in new password self-service tool with the target around 26,000. Current calls to the helpdesk are taking longer because we are walking callers through the enrollment process, and HelpDesk assisted password resets are still restricted to be completed by FTE only. Expectation that fall semester will still have high volumes of calls until enrollment increases.

ACTION: Rob asked if you could create your own questions or are they static? – Dan will check.

ACTION: Roger asked with the migration to the LUC network, is there a password portal change for those needing access to LUMC – confirm with Ann and Dan.

Update on the HSD migration. Bioethics has completed their migration including data, PC's and printers. Awaiting a file sharing and storage solution to be available to access LUMC resources.

PCI Compliance - Secure the Human Training aka Information Security Awareness

Jim explained there will be a series of video trainings to support PCI Compliance and to expand Information Security awareness. The videos are broken into four groups; all faculty/staff, anyone accepting credit cards, data stewards and ITS. This will need to be done on a yearly basis. There was discussion around how to ensure the LUC community complies and completes their training. The PCI rules are vague but it does state all University faculty and staff must comply and it must be tracked. All videos are housed in Sakai which was the best platform for reporting and tracking. HSD will have access to Sakai and external email addresses can be added as well. There will be a rollout email stressing the importance of the compliance and asking the community to voluntarily complete the training. There are no provisions for an incentive program for completion at this time.

Respectively submitted by;
Sondra Heine