

**ITEC Advisory Council (IAC) Meeting Minutes**  
**Wednesday, February 12, 2008**  
**3:00-5:00**  
**Weber Building, Room 202**  
<http://iac.colostate.edu>

Attendees: Don Albrecht (Libraries), Dave Carpenter (CAHS), Larry Cobb (CVMBS), Jim Cox (CNS), Troy Fluharty (BFS), Jordan Fritts (Cont. Ed), Don Hesser (IS), Sally Hibbitt (CTSS/ACNS), Leslie Hilbert (CCS), Ken Johnston (IS), Steve Lovaas (for Scott Baily, ACNS), Neal Lujan (ID Office), Kylan Marsh (for Bryan Carney, Advancement), Robin McGee (WCNR), Randy Miotke (for Rusty Scott, ACNS), Mavis O'Connor (IR), Ed Peyronnin (Ag. Sci), Mark Ritschard (ENGR), Jon Schroth (Business), Ron Splittgerber (Research Services), Joe Volesky (for Rusty Scott, ACNS), Ruth Willson (Coop Ext)

1. Additions or changes to this agenda
  - a. Joe Volesky, Steve Lovaas, and Randy Miotke presenting in the absence of Scott Baily, Rusty Scott, and Pat Burns. Item 13 postponed until April meeting.
2. Approval of minutes of 12/12/2007 IAC meeting
  - a. Approved unanimously.
3. New proposed policy on deleting browser history (see attachment A) - Volesky
  - a. VPOF supporting this policy as a means of enhancing privacy protection for faculty and staff.
  - b. Discussion about what units currently do with personal information in cookies, web history, stored passwords, etc. Some purge these from all computers at login; library does this for public terminals.
  - c. Concern about how to enforce and report on this policy. This is a user-behavior issue, but we can use technology to support our implementation of the policy. Users with admin privileges can always override any enforcement through technology.
  - d. Group felt OK with the policy philosophically, though realizing that enforcement will be a tactical challenge.
4. Outsourcing student email (Google Apps), update - Miotke
  - a. Pilot endorsed by UTFAB in December 2007. Includes email (Gmail), calendars (shared, public, personal), docs (word processing, spreadsheets, presentations, sharing of these), integrated chat. No advertising for students, faculty, and staff. Currently 65 staff/students in pilot.
  - b. Access is via eID-authenticated login to new domain (mail.rams.colostate.edu), deliverable addresses for users either ename@rams.colostate.edu or First.Last@rams.colostate.edu.
  - c. Feedback mechanisms include an online survey (available Feb. 11), a feedback channel (until Mar. 14), and weekly updates to/from UTFAB.
  - d. Project status and future: current thrust is evaluation of the product itself. Provisioning and integration details to be worked out. Possible adoption by Fall 2008 if Google Apps is chosen.

- e. Discussion of issues:
  - i. Jon Schroth expressed concern about de-provisioning eIDs (and thus changing from student to alumni version of the email) just after graduation.
  - ii. Troy Fluharty pointed out the need to alter IT Security Policy to prohibit storage of sensitive information in docs stored this way.
  - iii. Mark Ritschard noted that Google has a reputation for retaining and using browsing history extensively, which seems to clash with the new policy regarding purging cookies and other personal information as expressed in agenda item #3.
- 5. Mandatory eID password refresh, status - Miotke
  - a. Since January 10th: 1,795 passwords changed, 264 expired, 3,931 first-time expiration notices remain.
  - b. New notification message (as a response to initial support calls) has been effective. Now displays primary vs. secondary eID, includes instructions for each type, directs users to local IT staff for assistance.
  - c. Has resulted in clean-up of unnecessary secondary and grandfathered eIDs, and spurred ownership transfers of secondary eIDs that were not being managed by their original owners.
  - d. Discussion of issues:
    - i. Larry Cobb requested alteration of notification documents to prevent issues caused by e-Password change while Outlook is open. This only affects colleges that log into Windows with eID.
    - ii. Ctr-Alt-Del in the COLOSTATE domain should not be able to change a user's password, but it seems to be enabled. Joe Volesky confirmed the problem and will follow up.
- 6. Possible transition from colostate.edu to coloradostate.edu - Volesky
  - a. At the March VPOF meeting, Robin Brown (Enrollment & Access) will present the proposal, and Pat Burns will present the IT impact and cost analysis.
- 7. SSN rescan and purge, process and progress - Lovaas
  - a. Presented the PowerPoint that Pat Burns used for SysAdmins in January. (see attachment B).
  - b. Encourage SysAdmins to save logs (securely), which should help improve the process next time.
- 8. IT Security - Lovaas
  - a. Utimaco disk encryption product: ACNS trained on new enterprise version (better than the stand-alone product examined in summer 2007). Architecture is in place, developing policies. Should be ready to train department and implement encryption by end of current semester. Cost is \$44.50 per device, includes 4 years of support.
  - b. WatchFire AppScan: Web application vulnerability product purchased summer 2007, to scan development and production servers for SQL injection vulnerabilities, etc. Requires intensive interaction between ACNS and server's SysAdmins. Now accepting requests for scanning.

- c. Risk Analysis: Developing a process and set of tools for colleges/departments to perform internal risk assessments. The goal of this first round is to achieve a culture change with regard to organizational responsibilities and user behaviors, and to evaluate controls that are currently in place. The process will be reviewed by Internal Auditing, and several departments will pilot the process in summer 2008.
  - d. Background Checks: Last year, the IAC recommended that all employees with access to sensitive data be subject to background checks. Over the past few months, a new committee (including representation from HR and CSU Legal Services) has been looking at a University-wide policy regarding background checks. It is still unclear what the new committee will recommend.
9. New ID cards - Lujan
- a. New issue: need for Guest ID cards for access to facilities by contractors, guest researchers, etc. Working on a process where someone in the sponsoring department will be responsible for a request. Uses 9-digit number like CSUID, starting with 99, followed by 4 digits for department, and 3-digit serial number. So, a department could have up to 1,000 guest IDs over time. Lori Meyers in Facilities is coordinating requests.
  - b. Admin building next for new ID card deployment.
10. Kualu project updates - Fluharty, Splittgerber
- a. Development teams are working. Local project web site is <http://kuali.colostate.edu>.
  - b. Version 2 of the software successfully installed, first run of charging to accounts directly through the system has gone well.
  - c. Have formed committees to make decisions on functions.
  - d. We have the opportunity to influence the development of the web-based interface for the Kualu Research piece.
11. Enhanced voice mail - Volesky (Valdes not present)
- a. Up and running, though some last-minute adjustments are being made.
  - b. Charge is \$6 per month (an increase of \$2 over an Octel mailbox).
12. Directions for the portal, dialogue - Miotke
- a. Luminis is releasing version 4 (version 3 life-cycle is complete). This gives us the opportunity to do the first formal assessment of the portal since its launch.
  - b. First steps: Rusty is putting together a preliminary group to chart what the assessment will be like (Enrollment & Access, IS, Research Services, ACNS). We will need a broader group once the assessment has been developed.
  - c. Initial thoughts:
    - i. How much is the portal being used, and what functions are in use?
    - ii. What other services do we need to provide?
    - iii. What currently provided services are unused?
  - d. Options:
    - i. Stay with Luminis 3.3.3,
    - ii. Upgrade to Luminis IV, or

- iii. Explore alternatives, including a home grown solution.
13. Summary of student use of technology, from EDUCAUSE (postponed until April).