

ITEC Advisory Council (IAC) Meeting Agenda
Tuesday, April 11, 2006
2:00 to 4:00 PM
Room 217 Forestry Building
<http://iac.colostate.edu>

Attendees (members): Don Albrecht, Libraries; Pat Burns (Chair), AVPIIT; Brian Carney, VPD&UA; Larry Cobb, CVMBS; Jim Cox, CNS; Bill Haid, VPAA; Don Hesser, IS; Sally Hibbitt, OIS; Mark Ritschard, COE; Neal Lujan, VPSA; James Lyall, CAHS; Robin McGee, CNR; Mavis O'Conner, OBIA; Ed Peyronnin, CAS; Jon Schroth, COB; David Thilmany, CLA; Jordan Fritts, DCE; Ron Splittgerber, VPR; and Ruth Willson, Agencies.

Guests: Scott Baily, ACNS; Eric Galyon ACNS; Rusty Scott, ACNS and Joe Volesky, ACNS.

1. Introductions
2. Approval of Minutes Attachment A & <http://iac.colostate.edu/?page=minutes>) – Approved unanimously.
3. Additions or changes to this agenda – None.

Approval Items

4. E-mail on lamar, proposed changes – James Cizek: Approved unanimously.
 - a. ACNS proposes to cease using lamar as a mail relay server for outside mail, and instead will ask users to relay via smtp.colostate.edu. About 300 users may be affected. Cizek will send out email to those affected, the IT support persons in their units, and supply via email the entire list of possibly affected users to those requesting it. Implementation scheduled for Thursday, 6/15/2006, 8:00 AM.
5. CSUID: SSN compliance (Attachments B and C) – No action taken.
 - a. Burns proposed scanning file systems for SSNs. Discussion: What approvals are required in order to scan? What to do about them if they are found? In subsequent communication with CSU legal concerning these topics:
 - i. ITEC (now VPOF plus a COD member) needs to approve the policy for scanning, and for remediation of files containing SSNs.
 - ii. The campus needs to be notified that this is occurring.
 - iii. We would be allowed to take action, provided such action is clearly approved by ITEC, and communicated to users. This deserves some discussion. I am extremely concerned about IT staff going in and modifying users' files – especially as we will be identifying only 9 digit numbers and can not ensure they are SSNs. Subsequent discussions should address whether users should 1) be notified, 2) asked them to confirm use of SSN, and if so, 3) be given a reasonable time to correct the problem before any action is taken by IT staff. Even then, archiving the files may be more appropriate than changing information in the file, or deleting the file.
 - iv. The IAC expressed strong support for scanning file systems for SSNs.
 - b. Numerous, good comments were provided on these early drafts of these attachments. Burns will revise these documents accordingly, and return with new drafts at the next IAC meeting. Haid's new, approved language for SSN that will go into the catalog follows.

“Personal Identifier/Social Security Number

Effective Fall 2006, the personal identifier for all CSU students is the CSUID. The CSUID is a nine digit unique numeric identifier that begins with the digit 8 and is assigned by the ARIES student information system. The social security number (SSN) is no longer used at CSU as a personal identifier.

All students are requested to submit a social security number (SSN) at the time of admission or before initial enrollment at the University. Social security number is maintained as a secure data element in the student information system and is not accessible as directory information or to unauthorized persons. International students are encouraged to file for a social security number although they are not eligible for social security benefits. *Students’ disclosure of the social security number is required for financial aid purposes, employment, and state and federal reports required by law.*

The social security number is only released to agencies or individuals outside the University at the request of the student or in accordance with federal and state requirements in regard to financial aid awards; Internal Revenue Service for student employee salary reporting and 1098T/1098E reporting; and State Controller’s debt collection procedure. The University has strict policies protecting and prohibiting the use of SSN and uses every reasonable effort to hide and protect SSN.”

6. Exchange implementation (Attachments D and E) – Approved – see below.
 - a. Rusty Scott presented a detailed implementation plan.
 - b. Extensive discussion ensued about why the implementation did not include a central identity management (Idm) plan. Burns explained that this was one of the two problems currently regarded as virtually “insoluble” by most CIO’s, as it is very large in scope, and there are many other priorities for staff that compete for very limited staff resources (for us, the SIS implementation, and then the FRS/RMS).
 - c. Burns agreed to ask the implementation committee to (re)consider:
 - i. Whether Idm can be integrated into the project,
 - ii. Implementation dates, to see whether they should be aligned with the academic year, rather than the calendar year, and
 - iii. We will identify a group with which to conduct a pilot project, to assess implementation issues, especially but not limited to user support and training.
 - d. Burns requested a vote to proceed with the implementation. Nay indicated that the implementation should be delayed until Idm issues are addressed as part of the implementation. The vote was 16 “for,” 2 “opposed.” The “opposed votes were by representatives of the Colleges of Engineering and Liberal Arts.
7. CSU IT Security Policy (Attachment F) – rev. 1.7 – Deferred until the campus subnet managers meeting.
8. ITEC restructuring (Attachment G)
 - a. Burns announced that the VPOF plus a council of deans (COD) representative will hereafter function as the ITEC has previously.

Information Items

9. Legislative update – Deferred until the campus subnet managers meeting.
10. Status update on systems – Deferred until the campus subnet managers meeting.
11. Status update: SIS implementation – Haid
 - a. We e on the revised schedule. AR is planned to go live May 1, 2006. COF changes are being implemented.
12. Report: Keyless access – Deferred until the campus subnet managers meeting.