



Ad Hoc Faculty Senate IT Committee Meeting

17 May 2023

11:00 AM, 1008B Center for Computation and Technology

Minutes of the Meeting

I. **Call to Order:** Singh called meeting to order at 11 am

II. **Roll Call**

Present: Param Singh (Chair), Gerry Knapp, Juana Moreno, Fabio Del Piero, Sam Robison, Jeffrey Roland, Craig Woolley (Ex-officio), Sumit Jain (Ex-officio), Scott Baldrige (special advisor)

Absent: Ken Lopata, Fanny Ramirez, Larry Smolinsky

Guests: Inessa Bazayev (President, Faculty Senate), Kimberly Lewis (Chief Administrative Officer, LSU), Daniel Tirone (Vice President, Faculty Senate)

III. **Public Comments:** There were two public comments.

- Kimberly Lewis: Talked about the role of ITS in LSU and how it has been working to improve the IT security infrastructure of LSU. The policies are being drafted in response to an audit in 2020 and fulfill SACSCOC reaccreditation. "...Woolley reached out since January..." "We are also not attempting to change anything related to how university currently operates as far as tenure, your professional responsibilities and your freedom to do your jobs." "This is simply to have the policies in place that say what we expect all users to do to protect our system."
- Daniel Tirone: Agreement on policy revision reached between Office of Academic Affairs, ITS and Faculty Senate. "... all three bodies share the same objective of the security of IT infrastructure at LSU." Thanked the support of Provost Haggerty in this process. "... in interest of shared governance, it is important that these policies are reviewed by the principal stake holders ... who are the faculty." "... we were not presented copies of these policies until April." "... the agreement has set a reasonable process by which the faculty's role in shared governance is preserved."

IV. **Ad Hoc FS IT Meeting Minutes Approval from 12 May 2023:** After some amendments Knapp moved to approve the minutes. Robison seconded. Motion passed with majority vote. Roland abstained. None opposed.

V. **Chair's update:** Mentioned that an agreement on the feedback and revision of policies was signed between the Provost Haggerty, Faculty Senate President Bazayev, Chief Information Officer

Woolley, and Chair ad hoc FS IT committee Singh. The agreement states that the committee and ITS will work collaboratively going forward till early June and continue in the Fall semester to provide feedback on drafts of policies. The policies which are covered till early June, along with those uncovered will be submitted to ITGC and OAA to be put on LSU website to fulfill SACSCOC reaccreditation. Chair of this committee and ITS representative will sign a memo in early June on the status of policies. As the committee completes feedback on remaining policies in future those will be updated on the LSU website after the same process as of now, i.e. of passing through ITGC and OAA.

VI. Unfinished Business

• Discussion on IT Policy PS-121

- Robison moved that Woolley and Jain request internal auditor information which contributes to the development of new IT policies. Del Piero seconded. Motion passed by a majority vote. Knapp voted against.
 - Jain, Knapp and Moreno led discussion on usage activity. Definition of usage activity as logs added.
 - PS-121-ST2 (E) renamed to Usage Activity and Hosted Content Review.
 - PS-121-ST2 significantly changed to:
 - a. All usage activities related to the use of the University networks, systems, and applications, as well as hosted content on university owned systems and/or provided applications (for example, University e-mail, Moodle, University provided storage solutions, Workday, etc.) are subject to examination by the University where:
 - 1. An investigation has been initiated related to a formal accusation of misconduct under the University policies, or reasonable suspicion of violation of state and federal laws.
 - 2. It is necessary to comply with or verify compliance with state or federal law, including eDiscovery procedures.
 - 3. It is necessary to identify and/or validate security incidents.*
 - 4. It is necessary to troubleshoot technical issues.*
 - b. LSUAM must implement processes and procedures for review of usage activities including, but not limited to:
 - 1. List of individuals or entities that can review usage activity.
 - 2. List of individuals or entities that approve the review of usage activity.
 - 3. List of conditions under which usage activity information can be disclosed to any party.
 - c. Usage activity review and/or hosted content review can be requested in writing by the following groups:
 - 1. Office of General Counsel
 - 2. Office of Human Resources
 - 3. Office of Internal Audit
 - 4. Office of Student Advocacy and Accountability
 - 5. LSU Police Department
- * ITS can access usage activity for troubleshooting and/or security incident response. These requests are governed by standard operating procedures.
- Knapp moved to approve PS-121-ST2(E). Del Piero seconded. Passed unanimously.
 - Singh asked ITS status of file sharing with Ag Center. Jain informed that Ag Center is in process of sharing these files.
 - Singh asked ITS status of file sharing with staff. Woolley reached out to Staff Senate representative on ITGC who informed him that since policies have already received

plenty of input from committees involved, there is no need to further distribute them to staff at this point.

- PS-121-ST3(A) changed to
 - A. Application permissions and credentials
 - 1. All users must only access University provided applications they are authorized to access and only for the purposes for which the access was intended.
 - 2. All University applications (for example, Box, Adobe Creative Cloud, Workday, etc.) must be configured to utilize University provided Single Sign On services where applicable

- Knapp moved to approve PS-121-ST3(A). Roland seconded. Passed unanimously.
- Lengthy discussion on PS-121-ST3(B) on different points. Various committee members acknowledged what ITS wishes to achieve but expressed concerns on it will be detrimental to productivity (Roland), incomplete license list (Singh), software acquisition (Baldrige, Robison), lack of clarity on codes (Moreno) etc. Changes made but committee will finish revision of this part in the next meeting.
- Robison requested about making procedure simplified for understanding requisition using GROK articles.
- Roland moved to extend the duration of the meeting by 15 minutes. Knapp seconded. Passed unanimously.
- Knapp moved to request ITS develop tools that make software review and approval process easier. Robison seconded. Passed unanimously.
- Knapp moved to strike B(3) in PS-121-ST3(B). Roland seconded. Passed unanimously.

Meeting adjourned 1:15 pm.