

PSAC Minutes

December 14, 2004

Welcome

Bob King (presiding)

Present

Jennifer Evans, Vicki Gorrell, Bob King, Cindy Palumbo, Tim Ruden, Dane LeBlanc, Teri Wood-Slaughter, Fran Zedney

Excused

Drew Weidman, Cindy Stokes

Approval of Minutes from November 9, 2004

Teri Wood-Slaughter motioned, Fran Zedney seconded

Action Items

- Bob King will take feedback to next IT Council meeting regarding campus security discussion (see below)
- Jennifer Evans will check with Brad Mortensen about the UHESA Legislator Day and a possible date.

Discussion

- I. Some employees are concerned over the recent communication pieces being received about Campus Security Issues. Not all employees are receiving the memos about how to place a fraud alert on your PC, and what security devices are recommended. Campus mail is not fool-proof. A suggestion was made to individually label/address a copy to each employee's name/mail code when important information is being sent out.
- II. A concern was also brought up about the recent communication from Chartwells regarding the compromise into the ir system. The letter was very generic. The letter was sent to employees' homes with no reference as to how to place a fraud alert on your credit. Although a memo with instructions on how to do this was sent interoffice, it wasn't available to employees at home when they received the letter at home. Also...many thought the letter was poorly written.
- III. There was some concern as to how the recent Campus Security Bulletin applies to each individual department. Reference was made to the item numbers talking about stand alone firewalls and media storage. Campus departments don't have money to purchase these additional items that are suggested. It was reported that firewall boxes are available for \$75 - \$120. There is also a concern that not everyone understands the information as presented in the memo/bulletin. It was suggested that each department has the opportunity to contact computing support and set-up a time when

explanation and help can be obtained. Computing Support would be happy to come to individual departments, explain the information that has been circulating and help make suggestions for data security based on what data the department houses on their PCs.

- IV. No further information has been shared about the UHESA Legislator Day. The item was tabled. Jennifer Evans will check with Brad Mortensen to see if a day has been planned.

- V. A discussion was held regarding the recent power outage day on Thursday, December 9, 2004. There was some concern that some faculty continued to hold classes although they were cancelled. This is a safety issue for the campus. There was some confusion over the terms 'closed campus' and 'cancelled classes.' There are opportunities for improvement in emergency situations such as the one experienced on December 9, 2004, especially with regard to communication within the campus and to the community. Vicky Gorrell mentioned she would be taking some suggestions to President's Council on December 15, 2004 – suggestions from her group.

Moved to Adjourn

Jennifer Evans motioned, Tim Ruden seconded