Middle Tier Committee

University of Wisconsin - Whitewater

Wednesday, April 22nd, 2020
11:00 a.m. to 12:00 p.m. | Andersen Library - 2005

Taryn Carothers	Lauree Miller X	Elizabeth Watson X
Kristin Fillhouer	Elena Pokot X	Lynsey Schwabrow X
Matt Aschenbrener X	Jackie Briggs	Kristin Plessel
Elizabeth Hachten X	Janelle Crowley	Heather Chermak X
Dane Seckar-Anderson X	Louann Gilbertson X	Bill Trippett X

Minutes

1. **Review and approve January 8th, 2020 meeting minutes** (handout)

Minutes were reviewed and approved.

2. **IT Security**

   i. **Stroz Assessment Action Plan** (handout)

EP went over the high priority recommendations from the security assessment.

   i. **Administrative Rights Removal Plan** (handout)

EP went over the current plan and where we are with this project. Thanked the team. Registrar and HR are both complete. Working with Financial services and student affairs at this time. EW – Taking into consideration that rights may be needed for now, and then remove after we are back on campus. EP – Yes, that is being considered. Over the summer, non- ins staff and students. Fall is instructional staff.

   ii. **Data Encryption**

High risk data, most systems have been completed. Some are work in progress, other areas of concern are systems with Police and student billing. EW- Which system for Police? EP- Campus is taking responsibility for those systems that we chose to have and have control over. See handout, the blue are the systems that we do not have a solution to at this time. Still some systems that may cause problems in the future.

   iii. **3rd Party Software Patching** (handout)

Handout, we are down to X macOS and Windows 7. Working to with customers to get this updated.

ii. Internal Audit 2018: Policy Compliance. Retesting 2 comments: Data Classification and MFA

i. MFA Status Update (handout) Target completion – Nov '20

Audit came back to with comments, not closed. Will be coming back later to retest. Will need to maek changes at that time

ii. Data Classification comment is closed

iii. Internal Audit of Student Information Systems and Database Security – Best SIS Change Control Process in UW ☺

EP gave a summary of SIS and Database audit. UWW had best change control process in UW, very proud of that.

iv. UWSA Authentication Policy Compliance

i. Shared Accounts (handout) – need help with reinforcement

Reduced significantly, but still very concerned about accounts with access to high risk data. Asking for help and support from committee with reinforcement. Have several with student affairs. EP will give list, just want to try to eliminate this ASAP. EW- Will work with student orgs and leaders.

ii. (NEW) Security Awareness Training => Shared Services – June?

EP- Training will be transitioned to shared services. Goal is to transition soon, our course is in D2L. Access ends in D2L in June. We need to transition to shared services early in June. Will send us a list of employees, will have to provide a date when training was complete. SS will take over notifying employees. If no training, WINS access to lost. SS will not have that capability, they will report to HR, going to be done centrally, near HRS. Advice, complete training in next month in D2L to not worry about the new SS after a year. MA- Can you give us names of ppl who have not completed it? If HR has names, can't you remove access to WINS? EP- Right now it is automated. To try to do it after mean changing the program and logic. May consider this. List to Matt?

iii. (NEW) Authentication Policy (handout) – document campus affiliation (HR).

UW System had a new authentication policy in early March. When an employee leaves the university, they now need to be affiliated to keep the account. This needs to be documented. To facilitate this, worked with HR on a practice directive and policy (handout). Asked the committee to read, and report and feedback or concerns. May have a lot of retirees this year, so we are planning to implement ASAP. Liz H. Sounds like any retiree before emeritus status is also allowed. EP- Biggest thing about this policy, is that it needs to be managed and formal. Would like HR to be able to put process into work as soon as they can.

3. Projects for Next Quarter (handout)

EP- Good news, got this down to one page! Been carrying some projects that were submitted years ago, but are no longer relevant. Office have been diligent to see what's needed and not. Restructuring, still going on planning to finish at end of summer. Web10, accessibility audit, making sure that our website is compliant. EW- Shout out to LTC helping with CSD. ImageNow upgrade, had a snag in purchasing,

working on getting PO out ASAP. Plan still on target. PeopleTools and Database upgrade happening in June. For PeopleTools, we will have a similar implementation to Fluid. Taking time to figure out processes in each office. LH- Fluid transition for everything else, summer timing isn't going to go over well, don't think we have the bandwidth. We don't have the time or bandwidth to do this. Can't endorse it at this time. EP- Understand, don't want this to disrupt processes with this. Will try to set in at some time. LH- Remote work, going in and out, we don't want things to change, can risk anything at this time. LH- Need to weigh the risk of unsupported vs ppl not being able to engage if we go through the upgrade. EP- Will figure out how to roll this out with consideration to all offices.

4. Data Governance Policy (handout)

EP- Created taskforce and a policy draft. LS collected feedback from Operational Committee. LS- Went over the draft briefly, gave draft to Operational Tier group to get feedback. This group is made up of data stewards. Most feedback is asking about the goal of this, will it be useful and sustainable? Going to be a large project. Also got some comments about a data warehouse, is this something we can create and leverage? EP- Want to ask the committee, please look through the policy, and give feedback. Looking at class of data and groups of data, domains buy function and not system. Please take time to read and provide feedback. HC- Some ground work has been done, I think we need to understand what the campus community would like the committee to do. Make sure they we are inclusive and serve community as best as possible. Next step? Gathering questions from Middle Tier. EP- Look for possible feedback in June? Turn out minutes faster. EW- Student govt rep be present as well? EW- Can check on which senator would be on this committee. LM- Ethan will be interning this summer, can use him.

EW- When VPN drops, web portal webex stays connected. When using webex app through VPN it will drop. LG- Anything related to DSL or wireless? EW- Turn off VPN, use webex portal. LG- Turning off webcam, or other devices using wireless.

What Else?

LM- Working on Emeriti project, Emeriti would like to be included into the online directory? Is that something that can happen? EP- Directory feeds off HRS, once they are emeriti, they are no longer assigned to a dept. If we have a list, we could publish a separate Emeriti page in White Pages. Submit a project request, and we can start looking into it. LG- Would also be helpful what Emeriti would want to be viewable to public, name, etc? LM- Name and email addresses. EP- This will also tie into the new authentication policy.

EP- WiFi on campus parking lots are available. Opening up to community members as well, through Guest and Facebook.

EP to follow up with LS re Data Governance.