

**Campus Technology Policy & Planning Council**  
**September 10, 2007**  
**1:00 – 2:30 pm**  
**DeGarmo 551**

Present: Ann Beck, Galen Crow, Dan Hayden, Trish Klass, Alan Lacy, Caroline Mallory, Brent Paterson, Beth Schobernd, Mark Walbert, and Shari Zeck

Absent: Bob Aaron and Jim Moon

Guest: Scott Genung

Mark welcomed everyone to the first meeting of the semester. He welcomed Galen Crow, who is taking Bob Rariden's position on the Council, and Caroline Mallory, who is taking Sara Campbell's position. Introductions were made all around.

**Old Business:**

*Policy on IT Policies, Procedures, and Guidelines approved by President 8/13 (handout)*

Mark distributed a copy of IT policy 9.1 and explained that Bill Blomgren has been developing this document which has recently been approved by President Bowman. The wording "President's designee" should be possessive and this will be corrected in the final form. Mark explained that the policies Web page is being redesigned so things will be easier to find and links will be updated. It will be made clear if it is a policy, procedure, or guideline. Eventually, all IT policies will be in section 9 on the new Web site.

*IT projects funded from the Academic Facilities and Technology Deferred Maintenance Assessment (new name)*

Mark announced that the fund created by this \$9 per credit hour assessment has been allocated by the VPs. The two spending areas were buildings and IT security. Of the expected budget of about \$1,250,000, a little over \$100,000 will be retained to cover potential cost overruns, \$750,000 will cover roof replacements on Cook and Felmley Halls, and \$400,000 of the expected revenue will be allocated to IT security following recommendations laid out in the ITSP. Mark went through the list of items. They are: a security information management system to correlate security events from a variety of log files and console reports; network access control to ensure that all computers connecting to ISUnet meet the conditions of access; CALEA compliance costs; and Payment Card Industry compliance costs.

*Update on AIM Working Group*

Mark explained that he is behind on creation of the working group that will recommend network and computer security policies, but it is on his quick to-do list. Shari & Galen will co-chair this working group.

*IT Strategic Plan*

Mark reported that he has not met with Bob Aaron but will be doing that soon to talk about developing a different cover for the Strategic Plan so that the document can be sent to printing.

**New Business:***Proposed procedures for cell phone acquisition and use (handout)*

Scott Genung has been working with Judy Johnson, Greg Alt, Sharon Stille, and Tom Saltzman on a procedure to use regarding cell phone usage and reimbursement for employees. He explained that auditing has expressed concern over the wide variety of responses to the use cell phones for personal as well as work related calls. Also, the IRS has been looking at cell phone usage and there is a possibility that they may start taxing those benefits. Scott distributed a copy of the draft procedure *9.4.9 Procedure for Use of Cellular Services for University Business* and went through the document with the group. The Council discussed the proposed procedures and made several recommendations to the committee writing the procedure. Scott will check on some of the things that the committee inquired about and report back to Mark so he can keep the committee updated on this new procedure that is being developed.

*Spam Filtering*

We have a second level of spam defense! Lack of staff has slowed its implementation but CISS now has a full complement of Unix staff. One more level of filtering is still possible that uses heuristic “guesses” about whether an email message is spam and quarantines the message in a folder that is user-accessible over the Web to allow users to decide if it truly is spam.

**Announcements:**

Dan Hayden: Dan announced that AIS has hired Mike McCarten, effective September 1, in application development. This was Pam Beach’s position.

The meeting was adjourned.

Next meeting:

Monday, September 24, 2007  
1:00 – 2:30 pm  
DeGarmo 551