

***IT Governance Executive Committee Meeting Minutes***

**December 19, 2018**

**2:00 – 3:00 p.m.**

**(UEC Boardroom)**

MINUTES

Attendees: Cesar Caballero, Michael Casadonte (Guest), Rueyling Chuang, Joel Fite (Guest), Doug Freer, Ron Fremont, Dorota Huizinga (Guest), Ian Jacobs, Tatiana Karmanova, Shari McMahan, Rafik Mohamed, Sastry Pantula, Robert Nava, Craig Seal (Guest), Samuel Sudhakar, Javier Torner (Guest), Seval Yildirim (Guest)

1. Approval of Minutes from the November Meeting S. McMahan

* Ron Fremont made the motion to approve with a second motion from Rafik Mohamed.

Minutes were approved as written.

1. Current IT Issues on Campus All

* [Refer to ITGEC Current Issues Document] Sam Sudhakar distributed and went over the document listing follow up items and resolutions from previous IT Governance Executive Committee meeting as follows—
  1. MyCap Concerns
  2. College Level Elections
  3. Portal Web Page Item
  4. JAMF Software for iPads
  5. Paper Forms
  6. Status of Faculty Websites
  7. COE Computer Labs
* Rafik provided an update on the relocation of the tech team at the College of Social and Behavioral Sciences due to the new Einstein Bagels location.

1. Discussion Items S. Sudhakar
   * *MyCap Discussion*- [Refer to ITGEC Current Issues Document] Craig Seal shared the current status of MyCap. He stated that it is a system that is continuously improving. The system’s original intent was to help with the conversion process. It is an electronic system that increases efficiency. Dorota Huizinga asked about prerequisites in the catalog versus those in PeopleSoft and whether they were different. Craig shared that they are not always the same and that sometimes a student’s performance will change things.
   * *Reclaim Hosting Presentation-* Michael Casadonte shared the background on faculty websites on campus. They were distributed, there was decentralized support and faculty were paying for hosting and domain names. He shared that the solution to these issues was to either have a WordPress website or stand-alone website hosting. He also shared the steps on how to request a website and shared a couple of example websites including those for Dr. Leh, Dr. Scarcella and Dean Pantula.

Tatiana Karmanova asked about WordPress versus Drupal. Michael will follow up with her team to make sure they have the access to Drupal as needed. Dorota asked whether the websites were searchable and Joel Fite stated that they are built to be searchable.

* + *Terms of Use for Individual Faculty Web Pages Recommendation-* Sam shared the draft document for faculty web pages and asked for feedback. Seval Yildirim stated that the language should be revised to reflect administrators (i.e. Deans). Ron Fremont asked about whether commercialization was discussed (i.e. linking to faculty books). There was further discussion regarding promoting scholarly productivity and about e-commerce. Additional revisions to the document are needed.

**After the discussion, the IT Governance Executive Committee agreed to take this draft as a first read and to bring it back with revisions and suggestions to the January 2019 meeting.**

* + *ITS Access to Computers-* Sam shared the ITS Standard Operating Procedures for Electronic Access and asked Javier Torner to provide additional details. Javier stated that for authorized access to computers there has to be either end user permission or litigation involved. No one can have access to data without authorization. The Information Security and Emerging Technologies Department may access an end user workstation only with the approval of the university Provost or his/her designee or approval by the CSU Office of General Counsel. ITS does not intercept or capture content of electronic communications, unless an exception applies, such as those that fall under the "Trespasser Exception" to the Wiretap Act, court order, or CSU OGC request.

1. Subcommittee Reports S. Sudhakar
   * Subcommittee reports distributed in packets.

1. Announcements All

* Export Control Regulations will be brought to the January 2019 meeting as an agenda item. Sam stated that any individuals that are traveling to Cuba for the LEAD conference need to have DUO removed.

Meeting Adjourned 3:01 p.m.

Next Meeting Date: January 16, 2019