

**AITC**  
**MINUTES OF THE MEETING OF APRIL 20, 2018**  
*Approved: May 4, 2018*

**CALL TO ORDER:**

The Chair called the meeting to order at 12 noon

**ROLL CALL:**

Roll was taken.

Voting Members: Clarke, Coleman, Dahlquist, Gonzalez [absent], Kaplan [absent], Keegan, Markovic, Moore, Norris [absent], Stark

Non-Voting/Ex-Officio Members: Heather [absent], Miller [represented by Jen Schwedler], Perez, Cote, Koropp [zoom], Houston [absent], Pokhrel, Hammersley

**GUESTS:** Jennifer Schwedler, Stephanie Biagetti, Mark Hendrix, Todd Migliaccio

2. Open Forum

MySacState has had a few issues

These are internal issues, inconvenient but no security breach. They had consequences for students trying to enroll in summer classes, but not Fall enrollment.

Refresh

Faculty/staff computer refresh has been put on hold due to funding uncertainties. Newly hired faculty will get machines for sure.

Portal (Jen)

There are changes coming to the Portal.

Lisa said that signing on seems to be significantly slower. Mark suggested that this might have to do with “duo”. They will investigate.

**APPROVAL OF THE AGENDA: YES**

**APPROVED MINUTES OF APRIL 6, 2018: YES**

5. Security (Mark Hendrix)

Mark has 25 years in the CSU (recently Chico). He has contributed to many CSU security standards.

Message: Security is to protect people, particularly students. We have all sorts of information that could be used to steal someone’s identity or other nefarious purposes.

Upcoming approaches:

PhishMe Campaign to train users about Phishing (people fall for Phishing all the time!)

2-step verification with Duo (for uses with access to level 1 data)

Changes to our password standards

General awareness campaigns

Security Audit

We had a security Audit in Dec 2017. They had 11 “findings”. 8 have been fixed, 2 almost fixed, one needs substantial work (e.g., inventory and assessment of protected data, awareness of level 1 vs level 2 vs level 3 data, etc.). We have the Identity finder tool to look for sensitive data. EU GDPR will be important in the near future, e.g., the right of people to be “forgotten”. How does that affect us?

6. Curriculum Workflow (Todd Migliaccio)

New software replaces Form A, Form B, etc.

Goes live May 7, 2018

Be aware: online comments are PERMANENT and PUBLIC

There will be Skillport training

[www.csus.edu/curriculumworkflow](http://www.csus.edu/curriculumworkflow)

7. Next AITC meeting will be Friday May 4, at noon, in Riverside 2014 (Dean’s Conference Room)

**ADJOURNMENT:** The meeting was adjourned at 1:20.