

CoALS Technology Compliance Committee
April 22nd, 2021
1:00 p.m.

Attendance:

Members			
Kerry Pickens - Chair (Manager Policy & Compliance)	_ name (Faculty CoALS)	_ name (PI CoALS Research)	_ name (AgriLife IT)
Mitchell Morgan (Manager Service Area 3)	X Aaron Rodriquez (Manager Service Area 2)	Omar Valenzuela (Manager Service Area 1)	Tim Ramsey (Associate Director of IT)
X Barry Stratta (Manager Software & Applications)	X Gene Curtiss (Manager Systems & Infrastructure)	Sushant Patil (Security Analyst – Security & Risk)	Dale Norwood (Manager Project Management)

Also in Attendance:

Minutes

Item 1: Approval of Minutes (Not Applicable for this meeting)

Description: Review and approval of minutes from previous meeting.

Item 2: Governance Committee Reports

Description: Note relevant information from available reports as applicable

- A. TAMU ITEC
- B. AgriLife Computer Advisory Team
- C. CoALS Council of Department Heads
- D. AgriLife Technology Leadership Council
- E. AIT Enterprise Technology Committee (ETC)
- F. AIT Technology Security Committee (ETC)
- G. AIT Technology Compliance Committee (TCC)

Item 3: Lessons Learned

Description: As applicable from recent activities

- No HIPAA risk assessments for CoALS
 - Started requesting we (CoALS) do HIPAA risk assessments, but CoALS does not have any HIPAA data.
 - In Nutrition, however, there are some PI's that have HIPAA data and they need to do those risk assessments. It was not clear who was responsible for communicating to them that they needed to be completed. Keith Wicker was who contacted the PI's.
 - Had a meeting with TAMU IT Security about the vulnerability scans sent to CoALS about the research servers (CoALS is not responsible for remediating these), however, TAMU IT Security said because they are AgriLife assets, we have the responsibility for making sure they are secure.

Item 4: New Business/ Special Topics

Presenter: Kerry Pickens

Description: Policy changes

- Federal Compliance
 - Data Classification (DC) including federally funded data
 - Controlled Unclassified Information (CUI)
 - Any programs that receive federal funding (research programs, financial aid, etc.)
 - FERPA
 - Most is student data and can only be released as a business purpose or if the student agrees to release the information
 - Student health records are FERPA data

- IT Accessibility for procurement
 - Kerry: Important to have training on this
 - Any electronic information resources that are purchased have to be ADA compliant (cameras, copying machines, desktops, laptops, etc.)
- System policy – all servers required to be in a data center
- Inventory impacts risk assessment – first step is resource identification
 - Gene: working on taking inventory of all servers
- Physical and Environmental Protection (PE) – these restrict location of servers to protected areas like data centers. We have a checklist for server rooms.
 - Water/Fire protection
 - Checklist for servers that are found to not be in data center
- Awareness and Training were discussed in Security Committee.
 - Email sent out about training available through DIR: Security Certification Training
- Discussion of recommendations to change policies.

Item 5: Action Item Summary

Description: List of action items, assignee, objective, due date.

1. Bring Change requests to Technology Council, Kerry Pickens, April 24th

Item 6: Close

Description: Adjourn meeting on time noting actions and conclusions of meeting.

Next meeting: 3rd Thursday of May at 1 p.m. (May 20th, 2021)