



CONNECTICUT STATE
COLLEGES & UNIVERSITIES

BOARD OF REGENTS FOR HIGHER EDUCATION

BOR INFORMATION TECHNOLOGY COMMITTEE

Thursday, September 19, 2013, 3:00 p.m. to 4:30 p.m.

61 Woodland Street, Hartford, CT 06105

2nd Floor, Room 238

MINUTES

COMMITTEE MEMBERS PRESENT

Nickolas Donofrio, Chair
Michael Pollard
Matthew Fleury

BOR STAFF

Joe McAuliffe, Interim BOR CIO
Ryan Nobrega, Director of Systems & Infrastructure
Tim Hilbie, Director, Support Services
Scott Zak, Director, Learning Technologies
Jama Yusuf, Development Manager
Anna Prusak, Project Manager
Liz Caswell, Chief of Staff
Karen Stone, Director of Internal Audit
Remi Onopa, Internal Auditor, IT
Ernestine Weaver, In House Counsel
Victoria Lee Thomas, ITS Support Staff

UNIVERSITY AND COLLEGE REPRESENTATIVES

George Claffey, CIO, COSC
Joseph Danajovits, IT Director, NWCC
Tom DeChiaro, CIO, WCSU
James Estrada, CIO, CCSU
Stephen Goetchius, IT Director, TRCC
Lynn Gregor, IT Director, ACC
Paul Martland, Dean of Administrative Services, QVCC
Pablo Molina, CIO, SCSU
Joe Tolisano, CIO, ECSU
Robert Wahl, IT Director, TXCC

CALL TO ORDER, DECLARATION OF QUORUM

With a quorum present, Committee Chair Donofrio called the meeting to order at 3:00 p.m.

REQUEST A MOTION TO MOVE TO REVISE THE ORDER OF ITEMS ON THE AGENDA

Committee Chair Donofrio requested a motion to move item # 6, Executive Session, to item # 1. Motion was made to revise the order of items on the agenda by Committee Chair Donofrio, seconded by Regent Pollard and passed unanimously.

EXECUTIVE SESSION

Committee Chair Donofrio requested a motion to go into Executive Session for the purpose of discussing personnel matters regarding the appointment of a public employee. An announcement was made that no votes will be taken in Executive Session. Steve Weinberger, Ernestine Weaver, Liz Caswell and Joe Tolisano were asked to stay in the meeting. *Regent Pollard approved the motion, seconded by Committee Chair Donofrio.*

Committee Chair Donofrio requested a motion to go into Executive Session for the purpose of discussing information technology processes, disclosure of which would compromise the security of the system. An announcement was made that no votes will be taken in Executive Session. Joe McAuliffe, Liz Caswell, Ryan Nobrega, Tim Hilbie, Scott Zak, University CIOs, CCC IT Directors, Karen Stone, Remi Onopa and Ernestine Weaver were asked to join the meeting. *Regent Pollard approved the motion, seconded by Committee Chair Donofrio.*

RETURN TO OPEN SESSION

Committee Chair Donofrio announced that the meeting is now in Open Session and that no votes were taken and discussion in Executive Session was limited to the discussion of personnel matters regarding the appointment of a public employee and information technology processes, disclosure of which would compromise the security of the system.

APPROVAL OF MEETING MINUTES FROM JUNE 7, 2013

The minutes of the June 7, 2013 meeting were unanimously approved on a motion by Committee Chair Donofrio, seconded by Regent Pollard.

BOR CIO Report

Tom DeChiaro addressed the group before the CIO report was presented. Tom inquired about the status of the pending Network Upgrade/Convergence project at WCSU. Joe McAuliffe stated that the documentation was approved and passed on to the Finance department of processing. Committee Chair Donofrio requested this item be added to the October agenda. In the meantime, Joe will follow-up with the Finance department to ensure they have everything needed to expedite the process and report back next month.

Joe McAuliffe presented the BOR CIO report:

- **Blackboard** – Joe explained there has been a lingering problem with Blackboard. Scott Zak explained that switching servers was the main cause for the outage. Joe reported that at the COP meeting the presidents expressed dissatisfaction with the outage during the first week of classes. The presidents will take a vote to decide if they should go back to hosting Blackboard or stay with the current system. Regent Pollard suggested that the presidents receive a thorough summary outlining the advantages and disadvantages prior to the vote.
- **Wireless** – Joe mentioned that the wireless project for the University dorms has been delayed by several communication issues between IT and Facilities. The plan is to have all the dorms with wireless access by the end of summer 2014. One or two dorms at Central may be completed during the Winter break.
- **Change Management** – Tim Hilbie informed the group that he meets via teleconference weekly with representatives from several colleges and universities to review and discuss the status of pending projects. Asnuntuck, Capital, Central, Gateway, Manchester, Naugatuck Valley, Northwestern, Norwalk, Quinebaug Valley, Three Rivers, Tunxis and Western participate in the weekly meetings.
- **Transcript** - Joe reported a solution to facilitate a college to college transcript exchange program is underway. Currently transcripts flow the traditional way. This project will allow

transcript exchange amongst the 17 ConnSCU institutions and eventually other institutions outside of the system as well.

- **Firewall Audit** – Joe reported the audit received by the system from internal audit indicated that we had Severe deficiencies in documentation. A group has been formed to developed template procedure on “Boundary Defenses”. The plan is to have this completed by December. This is an aggressive schedule.
- **Flexible registration** – Joe reported this project is moving forward. Five pilot colleges will begin using the product in October and November 2013 for spring 2014 continuing education registration.
- **Library** - Joe read a letter from the Director of Library Services at Tunxis that described how pleased she was for the excellent service that she received working with Jama Yusuf and Rusty Nicholas on the patron load interface to the Library system.

Discussion of ITS Governance Model

Joe reported that a governance model is in the developmental phase. This committee will consist of the BOR CIO, the CIO at Charter Oak State College and representation from the CSU Universities and Community Colleges. This governance committee will oversee and prioritize projects and plans to collaborate and reduce duplicate spending and reduce costs across the ConnSCU system.

Regent Pollard suggested utilizing resource provided by Gartner and PwC to obtain recommendations as to which model would best fit the ConnSCU system; ConnSCU currently have active contracts with both firms. James Estrada also suggested doing a Strategic Plan along with the Governance Model. Liz Caswell volunteered to provide assistance with the project as well.

Discussion/Approval of Security Resolution

Paul Martland requested clarification regarding the section in the security resolution that states “all costs associated with mitigating security breaches due to a constituent’s failure to comply with the BOR Information Security Program shall be the responsibility of the respective BOR constituent...”. Ernestine Weaver confirmed the statement is accurate. *Regent Pollard approved the motion, seconded by Regent Fleury.*

Discussion of Annual Information Security Reporting Process

A working group is being formed and the CIOs will discuss this item at their October meeting.