CAL POLY

Information Security Workgroup
October 8, 2021
Zoom Session

Present:	Cheryl May, AA	Jennifer Haft, A&F
	Matthew Ryan, CPC	Margie Coolidge, HR/AP
	Arthur Heubner, ITS Client Services (A)	Dale Kohler, ITS Client Services (B)
	Bobby Walls, ITS Client Services (C)	Doug Lomsdalen, ITS
	Joe Borzellino, SEM	Rick Salomon, Student Affairs
	Craig Nelson, UD	Joan Pedersen, UCM
	James Mwangi, CAED	Bill Hendricks, CAFES
	Charles Chadwell, CENG	Josh Machamer, CLA
	Derek Gragson, CSM	Sarah Jones, ITS
	Jon Vazquez, ITS	Gary McCrillis, ITS
	Yong Pong, ITS	
Absent:	Troy Weipert, ITS Client Services (D)	Kristy Cutter, OCOB
	Trish Brock, R-EDGE	Kyle Gustafson, ITS
	Kelly Sebastian, Office of the President	

I.   **Annual CMS/CFS Access Review**

Guest speaker, Yong Pong from ITS, shared details about the upcoming CSU CO Annual Access Review. Communication will come from the Information Security Office regarding the kick-off of the review and requesting delegates for VP/Dean positions.

Annual Access Review will occur November 8-19, 2021.

II.   **National Cybersecurity Awareness Month**

The Information Security Office will not be hosting any in-person events this year; however, we will work with various communication experts across the campus to get news articles published.

- Mandated Data Security and FERPA training – October 13, 2021 (30 days to complete).
- Enabling MFA for Emeritus
- Communicating the availability of security resources to our users (e.g., LastPass Family, Sophos).

III.   **LMS Training: Data Security & FERPA**

To address an audit finding that our portal Information Security Awareness Training module was insufficient, we're working with the Chancellor's Office SumTotal team to assign Data Security and FERPA module to all Cal Poly Faculty and Staff on October 14th.

Anyone who has taken the Data Security and FERPA training module within the last two years will get credit for taking the training. The training will auto-assign every two years based on the "completion date."

IV. MFA for Emeritus

One year ago, we enabled MFA for all Faculty, Staff, and students; now, we want to protect our next set of users – Emeritus. The ITS team has identified the implementation steps to enable multi-factor authentication for Emeritus. Emeritus by the numbers:

- Emeritus Population: 1,960
- Emeritus filling a CP Job: 135 (already using Duo)
- Active Emeritus: 860 (changed password within last year)

Beginning October 20th, active Emeritus members will receive a targeted communication stating they will have until December 5th to enroll a mobile device. On December 6th, all Emeritus members will be required to use Duo MFA

ITS teams are working on the communication strategy and updating "how-to" documentation for Emeritus use.

V. Disabling EDA for Faculty and Staff

We're reinvigorating the disabling EDA (email forwarding) for faculty and staff members. We had planned to disable this capability in Spring 2020, but due to the pandemic, we didn't want to introduce more stress into people's lives.

The Information Security Office is working with the Academic Senate and Human Resources/Academic Personnel to ensure communication is appropriately distributed. We will provide targeted emails to the affected population.

Proposed timeline: Between Fall 2021 and Winter 2022 quarters

VI. Disable Legacy Email Protocols

In partnership with the ITS Office 365 team, the Information Security Office is actively reviewing options and conducting a risk assessment to identify pitfalls associated with disabling protocols ahead of Microsoft's sunsetting of them on their schedule.

We will identify affected users, make necessary notifications, and provide options for protected (MFA enabled) access to email.

VII. Action Items
None.

VIII. Next Meeting
a. January 14, 2022, 1:10 pm – 2:00 pm, via Zoom