



## Ad Hoc Faculty Senate IT Committee Meeting

9 June 2023

8:15 AM, 1008B Center for Computation and Technology

### Minutes of the Meeting

**I. Call to Order:** Singh called meeting to order at 8:15 am

#### **II. Roll Call**

**Present:** Param Singh (Chair), Gerry Knapp, Juana Moreno, Sam Robison, Craig Woolley (Ex-officio), Sumit Jain (Ex-officio), Doug Granger (special advisor), Larry Smolinsky (special advisor)

**Absent:** Ken Lopata

**III. Public Comments:** None

**IV. Ad Hoc FS IT Meeting Minutes Approval from 7 June 2023:** Robison moved to approve minutes. Knapp seconded. Passed by majority vote. Moreno abstained.

**V. Chair's Updates:** Singh stated that this was the 16<sup>th</sup> meeting of the committee, since the committee was formed in late April, and the last one before the Fall semester. Praised the very collaborative effort between the faculty and the ITS to complete a lot of work in a short amount of time.

#### **VI. Unfinished Business**

- Discussion on IT Policy PS-126
  - Granger asked clarifications on what qualifies as university data. Jain replied that university data is meant as the data which is generated as part of the university business.
  - Moreno requested if in future Jain can share a working document of the revisions in the policies and standards as a separate document. Singh also mentioned that this would make revision process more efficient.
  - Singh asked about the recovery keys for Macs and how many of them are in the LSU domain. Jain replied that compared to windows machines, only few Macs are currently in domain. Moreno requested if ITS can provide an official timeline for providing recovery keys. Craig and Jain replied that though not part of standards ITS is committed to provide a self-service recovery key management system for university owned Windows machines on LSU domain in a time span of 1 year.

- Moreno asked if ITS is blocking outbound access to Lets Encrypt. Jain replied in negative and offered help in resolving any such issue.
- Lengthy discussion on encryption key management. Singh asked what exactly it covers and if it refers to a user encrypting a folder on a Linux machine and then required to turn those keys to a key manager and/or a custodian. Jain replied that if an end user is encrypting anything then it is understood that the data is confidential and or private and the end user needs to secure encryption keys. Smolinsky asked if he encrypts a thumb drive whether he needs to provide keys to key managers and/or custodians. Jain replied that in such a case the end user is the key manager as well as custodian.
- Jain mentioned that encryption key management is to be provided by LSUAM and offered to units/departments if they wish to implement. As a result of this discussion, PS-126-ST1 (D1) was appropriately modified.
- Lengthy discussion on whether departments and units which do not handle confidential data need to have their key managers and custodians. Jain replied that departments and units which employ encryption management need to identify key manager and custodian which can be from ITS. Further, these roles can be played by the same person, but it is recommended if these roles are segregated.
- Singh asked if key management solution can be used to store keys by end users voluntarily with ITS. Jain replied positively.
- Singh asked if self-service recovery key solution would come with strings attached such as to re-encrypt the IT asset and generate new keys in a time frame. Jain replied in negative and mentioned that this is not what ITS has done so far.
- Discussion on logging of key management by end users. Knapp suggested changing PS-126-ST1 (D5) to university provided encryption solutions.
- Moreno and Jain led a discussion on transmission of encryption keys independent from encrypted data. Knapp asked about files-to-geaux, Granger asked about Teams and Robison asked about the zoom option for such a transmission.
- Knapp expressed concerns whether PS-126-ST1 (D11) and (D12) are meant for data at rest since it implied encrypting entire hard drive every few years. Appropriate revisions were made to clarify what part of statements were meant for data in transit.
- Lengthy discussion on revocation of keys for key custodians when they separate from unit or are assigned other roles. Jain clarified that this does not affect encryption keys for end users.
- After lengthy discussions the committee reached a final form of PS-126 and Knapp moved to approve. Robison seconded. Passed unanimously.

## **VII. New Business**

- Memo between ad hoc FS IT committee and ITS: Singh and Woolley discussed a memo on the current status of the policies. The memo mentioned that PS-120 Information Security Program, PS-121 Acceptable Use, PS-124 Data Management and PS-126 Encryption were reviewed by the committee and rest of the policies will be reviewed in Fall 2023. Knapp moved that the memo be signed between Singh and Woolley. Robison seconded. Passed unanimously.

- Given the memo 10 policies still need to be reviewed. Moreno moved to allow LSUAM faculty to continue sending feedback to the committee in the Fall semester. Knapp seconded. Passed unanimously.

**The Meeting was adjourned at 10:17 am.**