

**MINUTES**  
**Information Technology Advisory Committee**  
**February 28, 2014**

Attendees: Bill Abplanalp, Adrian Aron, Bruce Buskill, Ian Barland (for Bob Phillips), Tim Channell, Gary Fetter, Glenna Gustafson, Carly Grubbs (student representative), Danny Kemp, Wendy Lowe, Randa McDonald, Jackie McNabb, Ed Oakes, Santhosh Parameswaran, Laura Quesenberry (for Chad Reed), Geoff White, Jeff Willner

The Information Technology Advisory Committee was called to order by Santhosh Parameswaran at 3:05 pm on February 28, 2014 in Heth Hall 045. Santhosh asked for a motion to approve minutes from the previous meeting on January 24<sup>th</sup>, 2014. Bill Abplanalp motioned, Jeff Willner seconded, motion carried.

Ed Oakes stated that the subcommittee for student computer recommendations had not met due to the weather and schedule conflicts. The subcommittee hopes to meet soon and will make recommendations at a future meeting.

Ed reminded the committee of the discussion from last month's meeting regarding the 4 digit pin for mobile devices and its implementation on campus. A group has been testing devices that will notify users that they need to activate pins on such devices. If you already have a security pin in place, you will not see any changes or notifications. Further testing will have to be done regarding pattern locking. This will affect only faculty and staff, but not students, alumni or retirees. Ed recommended a marketing process which would prompt people to set up a pin by a predetermined implementation date. A date of March 25<sup>th</sup>, between the hours of 5-8am, was proposed. The committee suggested sending one notification by email followed by a reminder email. Santhosh asked if the email would include a tutorial for setting up a pin, and Ed confirmed that it would. Testing regarding thumbprint logon on certain devices would also have to be done. Anyone interested in testing their device for 4-digit PIN before the implementation date may email Ed to turn on the security feature for just their mailbox.

Randa McDonald reiterated the 120 day password policy to the committee, that audit is recommending to DoIT. Randa has received feedback from three committee members since the last meeting. Two members requested that it not be changed and one asked that if it had to be changed to make it 130 days to coincide with semesters. The committee agreed that a 120-130 day range for changing passwords would be preferred. Ed Oakes mentioned the challenges of getting everyone to abide by the 120 day password policy. He asked for a timeframe for reminders to be sent. A suggestion of starting two weeks prior to the deadline and then every day for a week until the change is made. Jeff Willner again mentioned a software solution for password management as everyone has difficulty coming up with new passwords and remembering them. Ed said our policy only records the last 4 passwords used. Randa McDonald said we could investigate software management and the cost for it. Adrian Aron asked why we can't get a more complex firewall to prevent having to change passwords so often. Bill explained the security problems caused by keeping a password for longer periods which include dealing with breaches and phishing scams. Randa asked for any feedback regarding the password policy be emailed to her.

Jackie McNabb stated that the RU mobile app is receiving a facelift. It is available on the app store and android market. The new app is easier to use and less "glitchy". The Enterprise Systems group has added a laundry piece to the app that lets students know many things about

their laundry such as what machines are available, when their laundry is done and much more. The Dining Services piece has also been updated. Jackie stated that the new app is geared more for the students and everything should work much better than before. She asked that any feedback on the new app be emailed to her and if there are technical issues to call the Help Desk.

Jackie McNabb spoke for Jaime Hunt, who could not attend, about the MyRU portal update. She stated that the old MyRU portal will be shut off on Monday, March 3. She encouraged every department to let her know of any issues they may experience.

Bill Abplanalp spoke for Jaime Hunt on the Kiosk update. Six kiosks or “wayfinders” are being put on campus. All but one, located in Heth Hall, will be touchscreens. The kiosk located in Martin Hall will be tested next week and the others will be deployed in the next couple of weeks. Danny Kemp announced that the kiosks have been updated with maps of the Roanoke sites.

Bill Abplanalp talked about the Acceptable Use Policy and that all RU users are required to follow. He had been approached by an interest group, FIRE, to look over this policy and they made recommendations to change one statement in the policy. DoIT has taken this opportunity to look at the entire policy and update other things in the document. The draft will be ready by early next week. Feedback should be given to Bill the week after receipt.

Ed Oakes mentioned the DoIT newsletter which includes a piece related to iOS updates for security in public Wi-Fi areas. He recommended the committee members review those updates.

Jeff Willner motioned to adjourn, Randa McDonald seconded the motion. The meeting adjourned at 4:04 pm.

Respectfully submitted,

Mary Fowler-Hughes