

## Meeting Minutes: AOA IT Meeting Agenda

**Date:** Thursday, April 4, 2024

**Time:** 2:00pm – 4:00pm

**Location:** Alexander Gonzales's Personal Meeting Room <https://csun.zoom.us/j/8186776022>

### Agenda:

1. **Introduction:** All members present.
  
2. **ISAC Update:**
  - **Audit: Administrative Requirements for Servers/Data Inventory:**
    - Discussed hardware asset list including servers, workstations, mobile devices, and laptops.
    - Reviewed applications, file sharing, workstations/servers/database with L1 data.
    - Examined web-accessible applications with L1 or L2 data: On-premises/cloud/remote.
    - Highlighted the importance of appropriate security updates.
    - Reviewed data flow diagram of high-risk areas (GLBA).
    - Discussed GLBA – Gramm-Leach-Bliley Act and its implications.
    - Updated on periodic reviews, procurement review, data retention schedules, and data owner change control.
    - Emphasized access to protected data including MFA requirements, log access to L1 Data, RDP/SSH behind VPN, central auth for cloud services, and inventory certificates and administrative accounts.
    - Discussed enhanced security for administrative and privileged access.
  
  - **Microsoft Copilot:**
    - Noted the launch in 2023 as a replacement for discontinued Cortana.
    - Cautioned about potential privacy issues depending on configuration.
    - Mentioned ongoing testing in some campuses within their IT departments.

- **Microsoft Purview:**
  - Highlighted its role in providing a unified data governance solution.
  
- **FAFSA – Data Security and Data Sharing:**
  - Addressed confusion surrounding FAFSA Obliteration.
  - Discussed tightening of security and data sharing in compliance with Higher Education Act, FERPA, Privacy Act, Internal Revenue Code, and additional state and local laws.
  - Explained reasons for delay and new restrictions, including software installation at the Financial Aid side, secure storage files, limited access to designated FA staff, and restrictions on sharing Federal Tax Information (FTI).
  
- 3. **IT Sessions: AOA 2025 – San Diego:**
  - Discussed potential sessions for the 2025 AOA Conference in San Diego.
  - Assigned the task of sending topics to Calvin Yun, 2024 IT Committee Vice-Chair.
  
- 4. **What's New in Your Area:**
  - Open discussion on potential data repository storage for CSU-wide AOA IT policy and procedures and software applications available from each school.
  
- 5. **Next Meeting:** June 6, 2024
  
- 6. **Q&A:** Open floor for questions and discussion.

**Action Items:**

- Calvin Yun to receive topics for the 2025 AOA Conference in San Diego.
- Further exploration of data repository storage for CSU-wide AOA IT policy and procedures.

**Adjournment:** Meeting adjourned at 4:00pm.

**Next Meeting:** June 6, 2024