January 16, 2004 Minutes (available on web and already distributed by listserv)

ITPB Attendees: Chair Chris Foote, Jack Beatty, Jim Davis, David Kaplan, Sam Morabito, Tom Phelan, Lisa Spangenberg, Gary Strong

Guests: Joseph Chiu (PDP participant), John DeGolyer (OIT), Ruth Sabean (OIT), Mike Schilling (CTS), Marsha Smith (ATS), Kent Wada (OIT), Michael Van Norman (CTS), Don Worth (AIS), Esther Woo-Benjamin (OIT)

1. Reports

   a. File-sharing

      UCLA is taking a middle ground approach toward dealing with illegal file-sharing. A joint initiative between Student Affairs, the residential halls and the Office of Information Technology to implement a “quarantine area” for computers in the residential halls that are the target of a copyright infringement claim is planned for Spring Quarter implementation. Systems put into this area would be constrained within ucla.edu. This allows the student to continue his/her academic pursuits during the judicial process that is managed by Student Affairs. Student reaction to this approach so far has been positive and Student Affairs plans further vetting to graduate and undergraduate student groups. An announcement of this approach is planned in the next 2-3 weeks.

   b. Academic Personnel Database

      Chris Foote reported that a reduced implementation has started. When completed, it will combine 8 different tracking systems.

2. Draft ITPB Security Policy Resolutions

   The Board approved in principle five Security Policy resolutions:

   • Each campus unit is responsible for its own impact institutionally, on the campus backbone network and beyond.
   • There need to be consequences for non-compliance and an avenue for recourse when disputes arise.
   • All devices connecting to the campus network must meet minimum security standards as must the network to which they attach.
During a security event, CTS will first protect the campus backbone network and isolate the problem traffic, network or hosts.

OIT, working in conjunction with CTS and local administrators will proactively work to minimize threats to the campus network.

These principles will form the framework for the Common Systems Group (CSG) to develop operational details. They are planned to be ready for campus vetting by the end of Spring Quarter.

3. ITPB Email Namespace Resolutions

The five Email namespace resolutions have already been approved by the Committee on IT Infrastructure (CITI) and CSG and they have been discussed in detail at previous ITPB meetings. The Board agreed the resolutions should be formalized as recommended policy. A policy statement will be drafted and circulated for final ITPB approval and then vetted campus wide.

4. Remote Access Services

On the question: Should there be a university policy or guidelines on reimbursed home connectivity, the Board agreed whether a person should be reimbursed is a business and not an IT decision and should be left for local units to decide. However, there should be guidelines similar to those for travel reimbursements.

On the question: Should BOL dial-in retain its current structure of no-cost access with a liberal connectivity time, the Board agreed it should be kept on the table for future consideration. It suggested that CTS provide statistics on who is using the service (i.e. how many faculty, staff, and students).

5. Future Meetings:

- Friday, March 19, 2-4 p.m., 2121 Murphy
- Tuesday April 20, 2-4 p.m., 23167 YRL (West Electronic Classroom)
- Friday, May 21, 2-4 p.m., 2325 Murphy
- Tuesday, June 15, 2-4 p.m., 2121 Murphy

6. Action Items

- Take Security Policy resolutions to CSG for development of operational details (Jim Davis, Kent Wada)
- Convert Email Namespace resolutions into a draft policy statement for ITPB review and campus vetting (Kent Wada)
- Provide statistics on who is using BOL dial-in service (Mike Schilling)

7. Adjourn