ITPB Attendees: Christine Borgman, Alfonso Cardenas, Brian Copenhaver, Jim Davis, Fe Hei, Bill Jepson, Kathleen Komar, Richard Meng, Sam Morabito, Chuck Taylor, Scott Waugh

Guests: Jeff Baughn (CTS/BOL), Joel Bellon (Jim Davis’ PDP mentee), Larry Loeher (OID), Nick Reddingius (OIT), Ruth Sabean (OIT), Mike Schilling (CTS), Marsha Smith (OIT), Kent Wada (OIT), Esther Woo-Benjamin (OIT)

Agenda:

1) Introductions

Christine Borgman, Professor of Information Studies, was introduced as the new ITPB Vice Chair. Additionally, 5 new members were also introduced:

- Richard Meng, Undergraduate Student Representative
- Fe Hei, Graduate Student Representative
- Scott Waugh, Dean, Social Sciences and Professor, History
- Vivek Shetty (absent), Vice Chair, Academic Senate and Professor, School of Dentistry
- Alan Robinson (absent), Associate Vice Chancellor, Medical Sciences and Executive Associate Dean, School of Medicine

2) Reports

- UCLA may go forward with a contract for legal file sharing services in Winter Quarter.

- In EVC Dan Neuman’s September 19, 2005 memo regarding the campus 2006-09 strategic plan and budget process, the Information Technology Repositioning Initiative was specifically mentioned as a strategic campus initiative. All units are being asked to describe how they propose to participate in this initiative.

- BruinTech (formerly called iCompass) has published the 2005 Faculty Guide to Campus Computing. This single sheet brochure contains links to UCLA information technology resources available for faculty (e.g. help with personal computer equipment, online library resources, and using technology in teaching; research computing resources; free or site-licensed...
software). The guide is also available online at: http://www.bruintech.ucla.edu/services/Faculty_Computing_Guide.pdf

- UCLA is moving ahead with lifetime email for students - 15,000 students have been notified of this email forwarding feature and 10% have setup up forwarding so far. Transition plans for local units that provide non-persistent email accounts are in the works.

- On September 23, 2005, the Federal Communications Commission released an Order and Further Notice of Public Rule Making applying for the first time, the Communications Assistance for Law Enforcement Act (CALEA) to facilities-based broadband Internet access providers, including higher education institutions. The Order requires institutions to facilitate lawful requests for surveillance of specific communications on their data networks – through a combination of new equipment, trained personnel, policies, and procedures that must be in place within 18 months. This would impose substantial new costs on the institutions involved and Educause (http://www.educause.edu) is taking the lead in trying to get an exemption for higher education institutions. For UCLA, this issue is being addressed by the Privacy Board.

3) University Security Workgroup Report

In response to pressure from the state legislature for higher education institutions to be more proactive, a UC leadership group was convened in May to recommend strategies to ensure effective stewardship of personal and restricted information accessed and used in the University’s academic, business and healthcare operations. In August, this Information Security Workgroup issued a report with recommended strategies to pursue at the system-wide, campus, unit, and individual levels for achieving greater degrees of information security. Some recommendations that stand out as potentially having policy implications are related to individual accountability, data encryption, incident response, and provisioning insurance-like funds for defraying costs of large incidents. A broad framework for addressing these is already in place at UCLA.

**Action:**
The Board unanimously endorsed the process of taking these issues to three groups and returning to ITPB with recommendations:

- Common Systems Group (CSG) for technical implications
- Privacy Board for policy implications
- Department Chairs for handling within a departmental environment

4) Repositioning IT Initiative
The Repositioning IT Initiative has been formalized as a campus initiative and Marsha Smith is director of the project. Marsha reported on progress made over the summer as well as current activities:

- The ITFOC has reviewed and endorsed the Repositioning IT Key Attention Areas document which contains Key Areas of Attention for UCLA, Repositioning IT Principles, and a 2005-2006 Workplan.
  
  **Action:**
  The ITPB unanimously endorsed the Repositioning IT Key Attention Areas document and its public use.

- The components being addressed in the workplan are email, network, security and data centers. The process is iterative. Through continuous discovery and assessment, strategies will evolve for “being helpful now” (Applied Security Task Force), providing opt-in services (Exchange email service), and designing for new opportunities (Next Generation Network Team).

- The ITFOC has endorsed the approach, charge and formation of the Applied Security Task Force:
  This task force is to become an authoritative security resource for the campus and will be a funded entity rather than a committee.
  
  **Action:**
  The ITPB unanimously endorsed the Applied Security Task Force charge and members.

- A Next Generation Network Design Team is being formed to addresses emerging technologies. The process for formation is being modeled after the Applied Security Task Force. It will have involvement in the new California Nanosystems Institute (CNSI) and Murphy Hall network design.

- Business and Administrative Services (B&AS) has completed their email consolidation and has started to move their internal clients over to the new system. All units are expected to be moved by late Winter or early Spring. The Department of Humanities, the Library, and the Office of Information Technology (OIT) are the first external clients planning to opt-in to this service.

Jeff Baughn, Bruin OnLine (BOL) manager, reported on BOL enhancements made over the summer:
• Upgraded Webmail software, featuring enhancements and bug fixes, including many configurable options and ability to import/export address books, calendar, and task lists between most commonly-used programs.
• Self-service password resets and username lookups available online. BOL is not storing Social Security numbers, but the last four digits of the Social Security number is used for verification of identity. An ITPB member suggested vetting this practice with the UCLA Privacy Board.
• Web hosting service improvements, including increased quota to 15MB.
• Wireless network improvements, including coverage expansion, improved wireless authentication using the campus portal, and guest access tool which allows users with a UID to request short term guest accounts for wireless users.

Additionally, BOL will be distributing anti-spyware software to the campus in the coming weeks as a result of the new University site license for Webroot’s Spy Sweeper.

BOL is also providing lifetime email forwarding for alumni. Upon graduation, a student can keep his/her @ucla.edu email address indefinitely and have all email forwarded to his/her preferred email address.

5) Identification of new major ITPB topics for the academic year

Due to lack of time, this topic was postponed. There was agreement to devote a substantial amount of time to this topic at the next meeting.