In Attendance: Stephen Balfour, Aaron Brender, Becky Carr, John Chivvis, Bill Chollett, Fred Fisher, Juan Garza, Mark Harris, Stephanie Leary, Thomas Lyster, Wilis Marti, James Massey, Jeff McCain, Adam Mikeal, John Norton, Allison Oslund, Michelle Osterholm, Jim Rosser, Henrik Schmiediche, Ron Szabo, Rick Young

Item 1 Announcements
A. Dan Galvin announced Texas A&M is considering a move from Vovici survey software to Qualtrics. There will be a Qualtrics demo this afternoon
B. Ron Szabo introduced John Norton from Mays Business School
C. Summer Schedule-June 9, July 21-22, August 25
D. Retreat – Michelle Osterholm announced that the communications subcommittee has been working with Steve Conway on retreat details.
   • The retreat will be held on July 21-22
   • Meeting Room: TAMUG: OCSB 141 (http://www.tamug.edu/police/maps.htm)
   • Galvez Room block for July 21 (Call 409-765-7721 between May 13-June 21 to reserve a room for $101)
   • Transportation options were discussed. Carpooling was suggested. There was no interest in renting a van.

Item 2 Supporting ISAAC Redesign
A. ISAAC is being redesigned, and IT Risk Management is looking for input from ITAC on design specifications.
B. Stephen Balfour offered to be chair of a subcommittee to work with IT Risk Management
   • Committee Members: Stephen Balfour, Chuck Braden, Jacob Kennedy, Victor Delgado, Jim Bouse, Jim Rosser, Mark Harris.
C. Willis mentioned they are planning to go from five versions to one

Item 3 Bylaw Vote
A. Update suggested to the Bylaws:
   Meetings
   ITAC will meet regularly, once a month at a minimum. Additional meetings may be scheduled as deemed necessary by the Chair or the membership of the ITAC. Sub-committees of ITAC will meet as needed to accomplish respective sub-committee objectives and will report their progress at the ITAC meetings.
   Decision: Bylaws Amendment Approved.

Item 4 Subcommittee Updates
A. Written updates from subcommittee chairs need to be emailed to Ron
B. Business Continuity (John Chivvis)-Looking at their process to see how IT can provide support to Business Continuity.
   • Willis-TAC compliance-8% in business continuity, this item stood out
   • Business Continuity will be one of the agenda items to discuss at the ITAC retreat.
C. Identity Management (Fred Fisher)-suggested that Identity Management be on the agenda at the Retreat.
D. Passwords (Henrik Schmiediche)- A National Institute of Standards and Technology (NIST) document provides some good standards for Password Policy. This will be a good foundation for the subcommittee’s work.

E. IT Audits (Juan Garza)- Requesting two additional members Mark Harris and Rick Young volunteered

F. Communications: Ron showed draft of IT forum presentation
   - ISSAC will be added with Stephen’s presentation
   - Juan will present for Fred on Identity Management
   - Presentation will be sent out to committee once Allison puts the slides in a new template.
   - Meeting will be held on May 18 to discuss presentation

Item 5 Open Discussion
- Willis-Proposal to have student UINs treated as directory information is being reviewed by the Provost. A decision is anticipated soon.
- Allison- Eleven websites went live in Cascade Server, the new content management system.
- Michelle-Self-service password reset is being updated to use alternate contact information instead of security questions.