

Draft Minutes PV

Meeting: Information Security Council – Meeting

Date & Time: Wednesday, March 3, 2021 (1:00 – 3:00 p.m.)

Location: VIRTUAL MEETING

CHAIR:

Isaac Straley

ATTENDEES:

Luke Barber, Heidi Bohaker, Rafael Eskenazi, Alán Aspuru-Guzik, Sian Meikle, Andrew Petersen, Zoran Piljevic, Leslie Shade, Michael Stumm, Bo Wandschneider

BY INVITATION

Sue McGlashan, Marden Paul, Carrie Schmidt, Alex Tichine, Mike Wiseman, Lori Ferris, Deyves Fonseca

NOTE TAKER

Andrea Eccleston

Item #	Item	Discussant	A	E	I
1	<p>Welcome, Approval of Agenda, Minutes and business arising:</p> <p>Isaac S thanked members for attending and called the meeting to order. He noted that he would be chairing the meeting solo as the faculty co-chair position has not yet being finalized. This was followed by the introduction of Deyves Fonseca, Associate Director, Security Operations, IS.</p> <p>The Chair invited comments from the Council regarding the meeting agenda. No changes were tabled. The Agenda was approved as pre-circulated.</p> <p>The Chair requested Council to review and approve the public and full versions of the meeting Minutes of September 23, 2020. No changes were tabled.</p> <p>The public and full versions of the meeting Minutes of September 23, 2020. were approved as presented</p> <p><u>ACTION ITEM:</u> Carrie S to publish the approved Public Minutes of September 23, on the ITS website, on the ISC page.</p>				
2	<p>Update on ISC Member recruitment:</p> <p>The chair updated that Mike W has been working on outreach to faculty members from the list of candidate recommendation.</p> <p><u>Discussion Points:</u></p> <p>In response to the chair’s request for feedback, the council discussed the issue of representation and constituencies. The following points were noted:</p> <ul style="list-style-type: none">- A recommendation was made to use a call for nomination process as this would ensure that we are able to attract a larger pool to balance the Committee.- In terms of outreach, a suggestion was made for the ISC to reach out to divisional leaders				

	<p>like deans of major units for input. In addition, it was also noted that having members from a diversity of fields, such as life sciences, would ensure a range of voices.</p> <ul style="list-style-type: none"> - The ISC also agreed that the membership should include tenured and non-tenured faculty as this presents an opportunity to align research interest with the work of the ISC. <p>The council also discussed the need to clarify the role of the ISC as it would make it easier to attract members as people want to do meaningful work and not just sit on committees. It was clarified that the ToR mandates the ISC as a body with some governance teeth that make recommendations on matters that affect new technologies; provide feedback to the WGs and the various areas that affect University policy in the area of information security and privacy. A suggestion was made to add a one-pager to the call for nomination. This would articulate in plain English what the ISC does and what the ambit of its abilities are.</p> <p>In terms of next steps, it was noted that the co-chairs would review the list and then present to members for their input. The goal is to have this ready by the next meeting.</p> <p>- .</p> <p>ACTION ITEM:</p> <ul style="list-style-type: none"> - Isaac S to adjust the member recruitment process for broader outreach by looking at different avenues of gathering nomination of faculty and grad students. - Isaac S to bring forward the Terms of Reference for a quick review by the ISC. - Isaac S put together a one-pager info package for faculty and grad students identifying issues that require the ISC governance or have been endorsed by the ISC.
	<p>Cybersecurity Awareness Month & Data Privacy Day Report:</p> <p>Carrie S provided an update on the Cyber Security Awareness Month (CSAM) campaign, which occurred in October 2020 under the theme "Remote Security Matters". She noted that this was a tri-campus effort with a number of activities including 4 keystone events and the launch of the Digital Asset Inventory and Information Risk Self-Assessment (DAI-IRSA) program.</p> <p>Carrie S also updated the council on a virtual session held on Data Privacy Day (Jan. 28, 2021). It was noted that the event panelists included a range of subject experts discussing the importance of protecting personal information and highlighting the steps to do so.</p> <p>In terms of current initiatives, it was noted that planning is currently underway for the IT@UofT Conference 2021, formerly known as TechKnowFile (TKF). Event is scheduled for May 5 and 6. This event is sponsored by the CIO and will be co-chaired by Isaac S and Zoran P. Carrie S also provided details on the two keynote speakers.</p> <p>Members to contact Carrie S, should they require additional information.</p>
4	<p>High Performance Computing for Health (HPC4Health) Research Service Report:</p> <p>Sue M provided an update on an initiative underway for HPC4Health to extend their management interface to include a HPC cluster for UofT researchers in the Faculty of Arts and Science (FAS), and possibly eventually researchers in other Faculties. It was also noted that UofT is currently looking at other options.</p> <p>Isaac S added that this is just an FYI item to apprise the ISC on what is happening and there will be discussion on the controls at a future meeting. He said that more discussion will be had in the Research Working Group.</p>
5	<p>Research Cybersecurity Committee Report on protecting researchers:</p> <p>Lorraine F provided an update on some initiatives arising from a series of outreach by the Canadian Centre for Cybersecurity (CCSC) and Canadian Security Intelligence Service (CSIS) during period March 2020 to May 2020 related to specific threats to COVID-19 research. This includes VPRI and IS</p>

	<p>coming together to work on several engagement activities with various stakeholders. It was also noted that this included the formation of a joint COVID-19 Research Cybersecurity Committee which currently meets monthly. It was also noted that the team is also working on implementing tactical improvements. In term of the future state it was noted that discussion also underway to look at extending these initiatives beyond the anticipated timeframe and requesting additional resources.</p> <p>In terms of other initiatives, it was noted that a University/TAHSn Working Group and a Physical Security Working Group were also implemented.</p> <p>Discussion Points: It was suggested that there is a need to look at the area of quantum computing at a pan-university level as this is also a high-risk area of concern.</p> <p>Bo W updated that funding is now approved for pan-university APT and MFA rollout to faculty, staff, and grad students.</p> <p>ACTION ITEM: Isaac S to keep the ISC in the loop on the issue of APT/MFA rollout. Isaac S to circle back to Luc B and Zoran P how the research offices at UTM and UTSC are engaged in this process.</p>
6	<p>CISO Update: Isaac S updated the council on several ongoing initiatives. With respect to the data inventory asset and risk self-assessment (DAI-IRSA) program, IS will be doing a deep dive into the result at the next ISC meeting. It was also noted that there are some challenges in engaging with the units as the completion rate stands at approximately 66%. He asked members to think about how to continue work on prioritizations in the divisions and execute these resource questions in advance of the next meeting.</p>
7	<p>Incident Response Plan Presentation and request for endorsement for question and feedback: Alex T and Deyves F presented an overview of the Incident Response Plan and a set of toolkit template to assist with incident management for the council's feedback and endorsement. It was noted that this is required to move into the next stage of broader outreach.</p> <p>In terms of the drivers it was noted that the goal is to increased consistency, agility, and community engagement. It was also noted that the plan objectives are to categorize incidents according to severity, handle incidents appropriately at divisional or institutional level; set expectations such as roles, notification, and communication. This is also in addition to providing guidance on how to prepare and test readiness for incident response. It was also noted that another component of the plan is the formation of a cross-functional team (CSIRT), dedicated to managing security incidents on behalf of the University.</p> <p>Alex T also updated that we have now onboarded the forensic company and have established a partnership with one vendor and hope to engage this vendor shortly to fine-tune this plan.</p> <p>Discussion Points: During the council discussion, the following points were raised:</p> <ul style="list-style-type: none"> - With respect to the issue of consistency when categorizing incident, a member asked if there will be a review of these classifications to ensure the quality of data. - It was also suggested that there should be some review process put in place for reviewing those lower incidents to ensure that at some point we can evaluate whether these definitions are gelling. - Another member suggested the implementation of a quick triage info line so that units are able to have access to an immediate response during an incident.

	<p>- With respect to the feedback mechanism, it was recommended that the document should indicate how community engagement and feedback will be incorporated into the Incident Plan process. It was noted that the use of a web form for people to provide comment would make the process appear more democratic.</p> <p>ACTION ITEM: Alex to incorporate the ISC's suggestions into the IR plan.</p> <p>There being no further questions raised, the Chair put forward a MOTION to endorse the Incident Response Plan. Move by Rafael Eskenazi, Seconded by Zoran Piljevic and carried without dissent.</p>
8	<p>Any other business: The Chair announced the retirement of Mike W. He thanked Mike W for his long career at the university and his support to the ISC.</p>
9	<p>Adjournment: There being no further business to come before the Council, the meeting was adjourned at 3:00 p.m.</p>