

Minutes (PV)

Meeting: Information Security Council - Meeting

Date & Time: Wednesday, April 19, 2023 (3:00 – 5:00 P.M.)

Location: HYBRID: Governing Council Boardroom, Room 209, 2nd Floor, Simcoe Hall, 27 King's College Circle /via MS TEAMS

CHAIR:

Deepa Kundur

ATTENDEES:

Luke Barber, Rafael Eskenazi, Tero Karppi, Dimitris Keramidas, David Lie, Alex Matos, Sian Meikle, Aidan Mitchell-Boudreau, Andrew Petersen, Zoran Piljevic, Isaac Straley, Bo Wandschneider

BY INVITATION :

Rishi Arora, Sotira Chrisanthidis, Deyves Fonseca, Andrea Foster, Kiren Handa, Kalyani Khati, Sue McGlashan, Paul Morrison, Kanupriya Parab, Carrie Schmidt, Jeff Walden

REGRETS:

NOTE TAKER:

Andrea Eccleston

Item #	Notes
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| 1 | Welcome:
The meeting convened at 3:10 p.m. with co-chair Deepa Kundur presiding. The Chair welcomed members and guests and called the meeting to order. |
| 2 | Approval of agenda:
Motion: The Chair invited comments from the Council regarding the Agenda. The ISC agenda of April 19, 2023, was approved as presented.
<p style="text-align: right;">All in concurrence</p> |
| 3 | Approval of minutes:
The Chair invited comments from the Council regarding the consent agenda, including the Public and Full versions of the ISC minutes.
Motion: To approve the consent agenda, including the Public and Full Minutes for March 28, 2023, ISC meeting as presented:
<p style="text-align: right;">All in concurrence</p> |
| 3 | CISO updates:
Isaac S provided a summary of the March 2023 Information Security Dashboard which was presented to the senior tables. He also brought up the Information Security dashboard for Principals and Deans which tracks division-level progress against four key focus areas targeted for improvement. |
| 4 | ISC membership:
Chair D. Kundur updated on the status of ISC membership, mentioning that: <ul style="list-style-type: none">- There are five faculty members' roles that need to be filled.- Noted that work is also underway with Deans to identify potential lists of candidates. |

	<ul style="list-style-type: none"> - She emphasized the significance of filling these empty positions with diverse representation from all areas of the entire campus. <p>The timeline for recruiting new members for the 2023-23 academic year was discussed. She urged the members to utilize their network and assist in the recruitment effort.</p> <p>Discussion Points: The ToR's clause on term limit was queried by a member and it was clarified that it is a soft provision for two terms of two years each.</p> <p>Action Item: Kalyani K to follow-up with Andrew P.</p>
5	<p>Approach for setting institutional security baseline: Isaac S led discussion on setting institutional security baseline with the council. Post-discussion, the matter was put forth for endorsement.</p> <p>Be It Endorsed by the Information Security Council as proposed: THAT the security baseline for the university</p> <ul style="list-style-type: none"> a. will be set at the level that is needed to reasonably protect against security threats in alignment with the University's risk appetite and with industry best practices of the time in alignment with current funding and capabilities. <p style="text-align: right;">All in concurrence</p> <p>Deyves F brought up the following control for endorsement: Use multifactor authentication for local and network access to privileged accounts and for network access to non-privileged accounts. An overview of typical use cases was presented by Deyves F.</p> <p>Be It Endorsed by the Information Security Council THAT the proposed control will form a part of the security baseline for the University of Toronto and will be required for systems with level 3 data.</p> <p style="text-align: right;">All in concurrence</p>
6	<p>Procedure for Ransomware payment demand: The ransomware payment decision procedure for managing demands at UofT was presented by Deyves F.</p> <p>Be It Endorsed by the Information Security Council THAT the proposed procedure</p> <ul style="list-style-type: none"> a. will be followed in the event of a ransomware incident of any size to make decisions related to ransom payment. <p>AND</p> <ul style="list-style-type: none"> b. will be adopted as an official University of Toronto procedure as part of the governance framework set out by the Policy on Information Security and the Protection of Digital Assets. <p style="text-align: right;">All in concurrence</p>
7	<p>Data Asset Inventory-Information Risk Self-Assessment (DAI-IRSA) insights: Jeff W provided a high-level overview of the DAI-IRSA program, along with the changes introduced in the current cycle.</p>

	Rishi A and Kanupriya P provided key insights from the DAI-IRSA results, highlighting top risks and areas for improvement.
8	<p>Data Management Guidelines: Kiren H provided an overview of the Data Management Guidelines. Following discussion with the council, the guidelines were put forth for endorsement.</p> <p>Be It Endorsed by the Information Security Council THAT</p> <ul style="list-style-type: none"> a. the Data Management guideline defines consistent practices for management of institutional data at the university. b. the guideline will be rolled out to staff in 2023. <p>AND</p> <ul style="list-style-type: none"> c. the Institutional Research & Data Governance Office, in collaboration with other university partners, will drive efforts to support the adoption and use of the guidelines. <p style="text-align: right;">All in concurrence</p>
9	<p>HR electronic monitoring policy: Andrea F provided an overview of the HR Electronic Monitoring Policy that is in effect.</p> <p>Discussion points:</p> <p>The ISC held discussion on what resources would be useful to the community post-implementation.</p>
10	<p>Any other business: None</p>
11	<p>Closing Remarks: The Chair thanked members and guests for their time and commitment.</p> <p>There being no further business to come before the Council, the meeting was adjourned at 5:00 p.m.</p>