

IT Strategic Advisory Committee  
June 17, 2013

Attending: Attendance was not taken at the June 17, 2013 meeting

- Review of Minutes – Minutes of the April 15, 2013 meeting were reviewed and approved.
- Presentations and Discussions
  - A. IT Strategic Planning Process – Stan North Martin presented an update on the IT Strategic Planning Process. Stan reported that the data phase has been completed and noted that a meeting was held on June 12, 2013 to review data and begin data analysis. Stan reported that strategic themes emerged from the June 12th meeting and noted that a meeting would be held on July 24<sup>th</sup> to continue with data analysis and the refinement of goals and principles. Stan referred everyone to the IT Strategic Planning Web page and noted that NC State's issues lined up well with the EDUCAUSE Top 10 IT Issues list.

Steve Keto reported that some external factors could impact planning, including: budget cuts, enrollment change funding limit reductions in the upcoming years, and the tax reform bill sales tax implications.

- B. Proposal from Campus IT Directors (CITD) - Leslie Dare presented a summary of the CITD group and reported on details of the CITD's Proposal to Improve Information Technology Staffing. Marc Hoit asked the IT Strategic Advisory Committee (ITSAC) for suggestions on ways to enhance staffing. ITSAC members discussed vacant positions, faculty and staff retention, enrollment funding, and a strategic compensation philosophy. Committee members also discussed the impact of repeated cuts to a campus' IT staffing resources, establishing new expectations for service, the need to have sufficient support staff to maximize efficiency at high levels, and the use and cost of consultants.

Marc asked Barbara Carroll to include the proposal from CITD in discussions on university staffing. Marc also recommended that the item be deferred for the ITSAC meeting until the IT Strategic Planning meeting on July 24<sup>th</sup>. Marc asked about pre-emptive retention offers. It was noted that they are possible for SPA employees.

- C. Recommendations from Security & Compliance Governance Committee - Mardecia Bell introduced Andy Raynor, who is taking on the chairmanship of the [Security & Compliance Subcommittee](#)
  - 1. Establish a Process for Collecting ID Cards of Departing Employees – Mardecia reported that the Security and Compliance Subcommittee wanted to review processes for collecting ID cards for separating employees.

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ITSAC members discussed card expiration, card collection at separation, issues regarding the ID card as a combination of an ID card and bank card, ID card representation concerns, and access lists.

2. Mandatory Security Training for New Employees via the On-Boarding Process – Mardecia discussed the importance of security awareness for new employees and presented a sample video security training module that the Office of Information Technology has purchased.

ITSAC members discussed the need to increase security awareness, the scope of security training, training new employees and training existing employees, a proposal of ongoing review of the training, and the timeframe of the incorporation of the training with new employees. The committee recommended that OIT's Security and Compliance unit work with the Onboarding Center to develop processes for new employees.

Approvals and Decisions: None

Next meeting is scheduled for July 26, 2013