IT Governance and Collaboration Core IT & Security
Meeting Minutes
March 22, 2018 9:00am-11:00am SP4010

Attendees: Steve Greene, Chief Information Officer/Director of Information Technology Services
Alison Randell, Director, Information Management & Protection, OCIO
Brent Myron, Manager of Operations, CREATI
Janet Bangma, Associate University Librarian
Randy Rowsell, Director ITS, Grenfell
Trevor Pike, Manager of Information and Communications Technologies, MI
Sean O’Neill, Director, HSIMS
Mitch Sturge, Associate Director, CHIA
Thomas Hawkins, Manager of Technical Systems, CITL
William Neville, Project Manager, ITS

Regrets: None

1. Review of previous minutes
   a. Active Projects https://www.mun.ca/cio/governance/
      i. Action: Core IT & Security Committee Members to review list of active projects and provide any additions / changes
   b. IT Inventory https://www.mun.ca/cio/governance/
      i. Discussed the purpose of the published view
      ii. Core IT & Security have different requirements from the other committees and will have to maintain a supplemental list
   c. CMDB
      i. William visited HSIMS to view the database being developed
         1. It’s a basic hardware list with a web interface
      ii. Action: William to develop an investment proposal to gather requirements
2. Investment Proposals Review
   a. Work from Home Pilot – Meraki
      i. Several attendees indicated a need for a work from home solution and had interest in testing the Meraki devices
      ii. Several Questions / Concerns were raised
         1. Scalability/cost model of the Meraki technology would need to be considered against other technologies if Memorial proceeds beyond the pilot stage. An in-depth technology review would be required
         2. Agreement that depending on campus, the technology to support work from home may vary
      iii. Action: William to add additional wording to investment proposal to include points made above (Complete)
   b. Softphones
      i. Understanding that Jabber could be used as a stop gap to address an immediate need to replace ~1000 phones. Timelines to use Skype instead are much longer
      ii. Suggested that Grenfell’s Skype for Business setup be considered for long term
      iii. Action: William to add additional wording to Investment Proposal (Complete)
c. Action: William to circulate Investment Proposals to the Committee for review.  
(Complete)

3. Other Business
   a. Action: William to check on Steve Pennell’s access to Active Projects and Inventory in  
      Document Manager (Complete)
      i. Access has since been granted
   b. Steve discussed the Email Spam Appliance implementation for St. John’s Campus
   c. Randy discussed the Office 365 Brute force attack
   d. There was agreement on Sean’s suggestion that IT and security training opportunities, both  
      needs & planned be brought to this committee

4. Next meeting – April 19\textsuperscript{th} 9:00am to 11:00am