# Minutes (PV)

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| **Meeting:** | **Information Security Council - Meeting** |
| **Date & Time:** | **Wednesday, April 28, 2021 (2:00-4:00 p.m.)** |
| **Location:** | **VIRTUAL MEETING** |

## CHAIR:

Isaac Straley

## ATTENDEES:

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

## BY INVITATION :

Dimitris Keramidas, Sue McGlashan, Marden Paul, Carrie Schmidt, Alex Tichine, Deyves Fonseca, Robin Wilcoxen, Leah Cowan, Helen Lasthiotakis, Judith Chadwick, John DiMarco

## NOTE TAKER:

Andrea Eccleston

| Item # | Item | Discussant | A | E | I |
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| 1 | **Welcome, Approval of Agenda, Minutes and business arising** - <br><br>The meeting of the ISC convened at 2:00 p.m. with Isaac S presiding. He welcomed members guests. <br><br>The Chair requested Council to review and approve the agenda.  No changes were tabled. The agenda was adopted without any further modification. <br><br>The Chair requested Council to review and approve the public and full versions of the meeting Minutes of **Wednesday, March 3, 2021.**  No changes were tabled. <br><br>The public and full versions of the meeting minutes of March 3, 2021 were approved as presented. <br><br>**ACTION ITEM:** <br>The approved public minutes of March 3, 2021 to be published @ ISC page on the ITS website. | | | | |
| 2 | **Research Workgroup: Alignment of research and information security** <br>   - **Digital Research Infrastructure** <br>   - **Research Data Management Plans** <br>**Competitiveness and Compliance** <br>Marden P updated that a few initiatives are currently underway to better protect and understand how data is managed, including tools and assistance to PIs to better secure data. <br><br>Professor L. Cowen provided an overview of the Digital Research Infrastructure (DRA) initiative and provided a copy of the ToR. <br><br>**Discussion Points:** <br>   - This is an exciting initiative to make it easier for scholars and researchers. <br>   - The Library is looking forward to providing support for curated resources. <br>   - Need to consider life cycle in the planning to include how to build in compliance and audit. | | | | |

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| | - There is a strong connection to the ISC.<br>- Need to look at policy for indigenous data. |
| 3 | **Information Security Program Annual Report** - Isaac S **(I)**<br>Isaac S provided an overview of the IS program annual report which was submitted to Governing Council. He highlighted a few key accomplishments with respect to key security standards, the institutional firewall, incident response capability and enhanced user security. |
| 4 | **DAI-IRSA Report**<br>Robin W provided an update on the DAI-IRSA program, noting that it has been through a few iterations, including the partnership with DAI, which was added in 2020 in phase 2. She noted that there is a strong indication that overall maturity has increased. Robin W also highlighted areas of improvement and some of the top risk areas where guidance is needed. She said that work is ongoing to build culture, guidance and knowledge. |
| 5 | **ISC representation & striking a nomination committee**<br>Heidi B lead the discussion on this agenda item. It was noted that with respect to ISC representation, there is a need to have a charter on diversity as the ISC would benefit from a diversity of opinion and representation from multiple constituencies across the university. It was also noted that:<br>- Need to include participation from the research and humanities side.<br>- A competency matrix is required.<br>- Need to strike a nomination committee and have members review the competency matrix for feedback.<br>- Representation should also include two student representatives and a representative from the Office of Research.<br><br>ACTION ITEMS:<br>- Andrew P and Leslie S to be part of the nomination committee.<br>- A draft of the nomination form to be sent to members for feedback. |
| 6 | **ISC proposal for faculty protections ISC faculty**<br>The council reviewed the proposal for faculty protection document for endorsement.<br><br>**MOTION**: To endorse the proposed "Securing individuals and the data they work with" document with minor changes to the language in section 3.<br><div align="right">Andrew P/Zoran P<br>**CARRIED**</div><br>ACTION ITEM:<br>- Andrew P to distribute revised document members<br>- Document to be signed by the co-chairs and sent on Scott M on behalf of the ISC. |
| 7 | **Standards Workgroup: Remote Work Guidelines:**<br>Deyves F reviewed the remote work guideline, noting the need to establish baseline expectations for hybrid/remote work, as well as to expand and clarify the approved U of T security controls as applied to remote work.<br><br>**MOTION**: The Procedures, Standards & Guidelines group recommend the endorsement of this Remote Work Guidelines to be adopted across the University.<br><div align="right">Isaac S/Alan A-G<br>**CARRIED**</div> |
| 8 | **Any other business**<br>None |
| 9 | **Adjournment**<br>There being no further business to come before the Council, the meeting was adjourned at 4:00 p.m. |