

Mississippi State University
Staff Council Meeting Minutes
May 10, 2017 @ 10:30 a.m.
Sanderson Center Conference Room, Starkville, MS

ATTENDANCE: (P) = Present (A) = Absent

P Heather Andrews	P Kylie Forrester	P Toni Roberson
A Tina Brock	P Tamara Gibson*	P Leigh Stewart
P Susan Brooks*	P Nick Gordon*	P Jason Townsend
P Amy Burchfield	P Kenneth Graves	P Avent Vanhorn
P Jennifer Burns	A Shauncey Hill	P Ronnie White
P Scott Cagle	A Leslie Lloyd	A Tiffney Williams
P Holly Coker	P Marc Measells	P Kelly LaSalle
P Midge Davis	P Suzanne Parker	
P Stacy Davis	P Chris Pulliam	
P Mary Dikes	P Mashala Pulliam*	
P Darrell Easley*	A Juli Rester	

***Executive Board**

Vice Chair - Nick discussed the combining of the Vice Chair and Events position. He also discussed what each position was responsible for. We all decided that the positions will be combined.

New Business (Voting only) (This part was done early because some people had to leave the meeting early) Marc went over the ballots and the ballots were handed out for voting. See attached copy of the ballot. Each Staff Council nominee on the ballot gave a small speech to the other Staff Council members. After the speeches, each SC member cast their vote. We voted on the 2017-18 Officers: Chair, Vice Chair, and Recording Secretary. Marc tallied the votes. Susan Brooks will be Chair, Jason Townsend will be the Vice Chair, and Leigh Stewart will be the Recording Secretary.

COUNCIL COMMITTEE REPORTS

Event Committee Report – Nick Gordon

- Nick gave a final run down for SAD. He wants everyone there by 8:00 a.m.
- Discussed moving items from Lloyd Ricks
- If it rains, SAD will be moved to Newell-Grissom. The decision will be made on Thursday.
- Wear t-shirts and name tags
- Moving Bingo closer to stage
- Moving sno-cones over by the food
- Dr. Keenum is coming at 12:00 for Zach awards. Mrs. Zacharias will be present this year.
- Tomorrow at 2:00 in Rm 215 at Lloyd Ricks volunteers needed to label door prizes
- Darrell mentioned that he will need someone to assist with picking up the flowers from the florist
- Backstage Music will be providing the keyboard for the custodial choir
- Tamara and Nick will do a walk-thru of Newell-Grissom to see how many chairs and tables we will need. They will also work on a layout.
- Kenneth discussed that he will only get 500 cups of ice cream if we have to move SAD inside. He wanted to know if we still want sno-cones if it rains. Nick suggested we wait before we decide.

Approval of Minutes: The minutes from the April 12, 2017 meeting were approved (motion to approve by Kenneth Graves and seconded by Mary Dikes and Marc Measells).

Finance Report: The April 30, 2017 financial reports (Balances were MSU-\$15,377.89 and Foundation-\$34,212.40) were approved (motion to approve by Kenneth Graves and seconded by Marc Measells). Budget and Planning and the Provost office money still hasn't posted yet.

Chair's Report (Tamara Gibson):

Executive Council Meeting: The April 24th meeting was canceled. Next meeting is scheduled for May 22nd 2017.

Housing Appeals: No appeals were presented.

Information Technology Council:

- Met on May 2nd. See attached notes.

Master Plan and Development Advisory Committee Meeting:

- Meeting is scheduled for May 11th.

Alumni Board

- No meeting.

Anti-Bullying Committee

- No meeting.

MSU on the Move

- No meeting.

COUNCIL COMMITTEE REPORTS

Event Committee Report – Nick Gordon

- Nick discussed SAD final items at the beginning of the meeting. See first page of the minutes.

Policies and Procedures Committee (Susan Brooks)

- Did not meeting.

Communications Committee (Darrell Easley)

- Darrell mentioned that we had a couple of nominations for BullyWatch. Lisa McReynolds was our winner for the month. A sign will be displayed at SAD listing all nominees and winners. Tamara has updated the Facebook with the SAD flyer and the rain location.

Old Business

- 2016 Staff Council Survey – Tamara randomly selected 10 winners to receive the gift (value \$50). Kelly delivered the Amazon Fire tablets to each winner and took a picture which will be posted to the Facebook page.
Pamela Tomlinson (Student Health Center), Annika Campbell (International Education), Randall McKey (Amite County Ext Office), Darrell Easley (HRM), Carmen Hill (FWRC), Audrey Sheridan (Biochem, MolBio, Entomology & Plant Path), Jordan Ramsey (Internal Audit), Penelope Blair (Transit Services), Christopher Latham (Dean of Engineering), Janice Pratt (Transit Services)

Information Technology Council

Tuesday, May 2, 2017

Minutes *DRAFT*

Present: Mike Rackley (Chair), Drew Hamilton, Tim Chamblee, Cody Coyne, Vickie Brown, Mike Richey, Sid Salter, Thomas Bourgeois, George Davis, Scott Willard, Julia Hodges, Randy Loper, Shameie Haynes for Lesia Ervin, Joy Graves, Tamara Gibson, Kim Thomas for Judy Spencer, and Gibson Clark for Tyler McMurray and the Student Association

Mike Rackley called the meeting to order at 1:30pm.

Approval of March Minutes

The first order of business was approval of the minutes from the April 4 meeting.

CIO's Report

A few present at today's meeting were involved in a walk-through of the new classroom building last week. The building is quite impressive. There were hopes that a few classes would be offered in the new building over the summer, but it looks now like the first classes will be offered during the Fall 2017 semester.

MSU is in the final year of its Banner contract. Information Technology Services has been working since June 2016 on renewing the contract for another seven years. It is on the IHL agenda for June. The total for the next seven years is over \$3,000,000. MSU is also entering into the last year of its Blackboard contract. Rodney Pearson sent a survey to faculty to gauge whether we should look at alternatives to Blackboard. If the decision is made to go in a different direction, we will probably still contract with Blackboard for at least one more year. The cost for Blackboard for FY18 is just over \$310,000.

At the last meeting of the Information Technology Council, the Council voted to endorse the use of text messaging in recruitment for Admissions & Scholarships, the Graduate School, and Distance Education as well as contact with at-risk students through the Office of Student Success. A memo of the Council's endorsement has been sent to Dr. Bonner.

Procurement is working out the contractual details with Duo Security for Two-Factor Authentication. We are on track for an initial rollout in the next several weeks which will be voluntary at first. Mike shared screenshots of the developing webpages.

Recent Security Incident

A couple of weeks ago, a phish came through asking people to click and enter their NetID and password. About 40 people fell for this phish. Out of those 40 people, the hacker logged into four employees' MyBanner accounts and changed their direct deposit banking information. One of the transfers failed, but payroll for the other three employees was routed to the new bank account entered by the hacker. The total loss was around \$8,000 in payroll salaries. A couple of years ago, it was discovered that MyBanner showed the full routing and bank account numbers for employees' direct deposit information. ITS put in a patch to mask all but the last four digits. Somewhere along the way, the patch dropped and MyBanner began displaying the full banking information again. This was exposed during the recent phish. A patch has been put back in and ITS is doing a post-mortem to find out why the patch dropped. This incident brings home the importance of information security. Kevin Edelblute and Don Zant are in discussions on what to do about the lost pay.

Digital Signage System Update

The President and Vice-Presidents will receive a presentation about the new digital signage system on May 15. If anyone is interest in buying in to the new standard, please contact ITS. The university has purchased 430 extra licenses for the software at no cost to departments. The costs at this time to buy into the system are the hardware costs that were shared at the last meeting of the Information Technology Council.

Comprehensive, Third-party IT Security Risk Assessment Update

A couple of months ago, MSU contracted with Horne Cyber Solutions to complete a risk assessment as mandated by the state of Mississippi. As of Friday, Horne has submitted a 67-page draft report. There were approximately 26 findings in this campus-wide assessment. One example of a finding included out-of-date operating systems which are vulnerable to attack. The most common finding included default or non-existent passwords on network devices. There were 13 suggestions regarding IT policies or a lack thereof. One recommendation was to use firewalls. Horne phished 150 people. 14 of these people fell for the phish. Horne actually called 10 people pretending to be ITS. None of these 10 fell for this, and a few even called the ITS HelpDesk to notify them that they had received the calls.

Remediation for most of the findings is straight-forward. The advisory committee that has been meeting since this mandate was passed will reconvene to discuss the findings and map out plans for remediation. Dr. Keenum will have to determine that the committee has completed what it was charged to do and that the university has met its obligation for a third-party risk assessment and submit to MDITS.

Banner 9 Update

Finance and general upgraded to Banner 9 in April. The most significant issue came from people calling the HelpDesk that were unaware of the upgrade. Human Resources is the next scheduled upgrade, which should come in July.

Other Business

Thomas Bourgeois wanted to note that they had signed an RFP for a new Video Management System. Also, they are finalizing an RFP for a new emergency notification system for MaroonAlert. He is hoping a decision will be made on that in the next few months.

Joy Graves reminded everyone that SHARP training needs to be completed by all employees ASAP.

The meeting was adjourned at 2:10pm.

The next scheduled meeting of the Information Technology Council will be Tuesday, June 6th at 1:30pm in Etheredge 336.

BALLOT FOR STAFF COUNCIL 2017-2018 OFFICERS

Chair

Susan Brooks

Vice-Chair

Jason Townsend
 Susan Brooks

Secretary

Leigh Stewart
 Stacy Davis
