AP Faculty Senate

February 15, 2023 – 10 a.m. to Noon

Roll

Roll for the meeting was taken and recorded via the Senate's Google Form.

Absent with notice: no absences noted prior to meeting

Call to Order

The regular meeting of the Administrative & Professional Faculty Senate of Virginia Polytechnic Institute & State University was held on February 15, 2023.

President Holli Gardner Drewry called the meeting to order at 10:03 AM

Proposal of a revised agenda: shared via zoom with the addition of one item:

        IT Security-Endpoint Detect and Response and Data Loss Prevention

  Holli makes a motion to approve revised agenda and Jenni Gallagher seconds: Motion carried.

Minutes

January minutes to be approved: Motion to approve by Marlena Lestor and Terri Pecorra seconds. Motion carried.

Unfinished Business
Philanthropic project update

- Our donation site
- Ambassador link: https://givingday.vt.edu/amb/apfaculty
  - Use this link for Giving Day-share broadly!
  - Charles Phleger is very excited about our efforts
  - We would like for all senators to participate

A/P Faculty Sabbatical Working Group (now Professional Development Working Group)-Susan Short
- The work group met in late January
- Next meeting is 2/23 and are currently collecting data to learn more about our AP faculty members and their years of service
- Working with HR to determine when AP faculty tend to leave the university or their positions
- A survey is being created to give to senators to get their input
- There were concerns about the term "sabbatical" and there may some language changes to better describe it as AP professional development leave
- There were considerations for special projects, exchange programs with other universities, and global exchange possibilities
- With no objections to the new title the name is being changed to "Professional Development Leave"
- Perhaps the term to use could be [secondment](#)

Parliamentarian-Special Election-Terri Pecora
- One person self nominated prior to the meeting
- No other additional nominations
- Chad Proudfoot to become parliamentarian: all in favor voted with green checkbox and Chad Proudfoot elected

New Business

IT Security-Endpoint Detect and Response and Data Loss Prevention-Scott Midkiff, Angela Correa, Marc DeBonis, and Brenda van Gelder, and Randolph Marchany
- Jenni Gallagher received [a petition](#) about a new IT policy from a peer, discussed this with other faculty, and brought it to Holli's attention
- This policy would send any information on our work devices and personal devices on eduroam through an AI program to review for safety

- There is a concern about weaponization of the information: for example: conversations in a classroom that the governor would not agree with
- Division of IT has not done the due diligence to get information out in a timely fashion (we have created an information vacuum that has been filled with some misunderstandings and falsehoods)
- University owned devices and the network are "private rights" and all should be careful and thoughtful about what goes on those devices
- Cyber threats are very real and VT must take these threats seriously-the threats are attempting to gain access to personal data, intellectual property, research data, and more
- As these threats increase, we have to improve how we manage them at the university level
- One method of protection is to monitor the "edge of our network" and what data are entering and exiting our network
- The other method of protection is "end point" protection which is reviewing the actual devices on the network and that the university owns
- We are currently very behind in implementing newer security measures (both universities and private corporations)
- Some of the current misinformation states that we are the first university to consider these options when we are not and are actually behind many others
- There are currently two policies that address these issues
  - [7010](#)
  - [7035](#) (will need to be revised in the future)
- What materials are reviewed by these tools? It reviews the "envelope" and determines where something is going and where it is coming from, but not the contents
- Fall 2021 Deloitte IT Assessment and Security Review
  - 20 recommendations overall with 6 that focused on IT security specifically
  - Increasing the controls on our system to control the data
  - Implementing a Security Operations center to review log data and signals that come from the university network
  - OmniSOC evaluates the data and is used by many universities

- The concern now is Microsoft Defender for Endpoint:
    - This is reviewing data and looking for signatures of malware and then sends out metadata about any incidents (perhaps small snippets of actual data) that is related to a security problem
    - This is only being installed on university machines
    - It does not include personal devices on the network, but those devices will have network monitoring
    - The tools are doing deeper analyses on university machine data and that is why Policy 7035 needs to be updated
- Any breeches are handled by IT security employees who sign personal non-disclosure agreements to appropriately and discreetly handle any data
- State owned devices have no expectations of privacy according to state regulations
- There are concerns from faculty that may be activists in a particular area that there could be university or state backlash-it is not feasible to gain access to this data and not according to the policies in place; this is not a tool in play to search for and obtain that information
- There is a freedom of information act (FOIA) and a process for law enforcement that allows access to any of the information on university level computers which would allow access before these EDR/DLP tools are being used
- Are we now creating a new and/or different data repository that could succumb to a data request from FOIA or law enforcement? No. There is no new data being created or stored that would be a new repository. Log data and other IT security data is actually protected/excluded from FOIA in these instances
- Is the IT security stance that we should not connect any personal devices to the network to avoid any FOIA and data collection issues? IT is not collecting data on personal email accounts and/or personal devices, it is only collecting the act of the connection of the device
- There are three scenarios that could play out:
    - University data on a personal device: follow minimum security for the data on the device, not the device
    - Do not use your personal device to retrieve or access any university data

- ○ Limit the scope of what data is retrieved and/or sent to your personal device (for example, you could not access outlook via the app, but could access it via a web browser)
- How is human subjects or other private data protected? There is no full data pulled from any devices; any small pieces of data would be protected and private
- There are still some reviews that have to happen around HIPPA and some other protected data
- Any data that is collected should be encrypted
- From chat: More than likely that personal information from your personal device on eduroam would have been sent over a secure, encrypted connection (HTTPS). Therefore, like Dr. Midkiff mentioned, they might know you connected to a Gmail server using eduroam, but they would more than likely never know the contents of the communication with that server.
- If we receive a stipend for our cellular device because it is deemed essential for our work, would it fall under a university owned device? For most A/P faculty under VA Cooperative Extension, we no longer have the option for a separate university issued phone and only have the option to get a stipend for our personal device. Cell phones are an expectation of our position because we are often not working in a set office location. The answer to this question is not known. More will have to be discussed at the university level to determine these, but there are no tools that are being "pushed" to those devices at this time. The minimum security controls for the level of data on the device would need to be maintained
- If you have policy questions feel free to email Brenda van Gelder at bvgelder@vt.edu

Job Architecture Update-Sandee Cheynet
- [Job architecture website](#)
- Still in the process of harmonizing the mapping at the university level
- Communications to senior management in April (still on track)
- March will hopefully allow for a preview of the new website
- Ernst and Young continues to review market data as we continue the project

- The taskforce continues to attend other meetings (CAPFA, senates, etc)
- If there are more meetings that the taskforce should attend email [Sandee Cheynet](#)

CAPFA Updates-Janice Austin
- [Constitution and Bylaws-tracked changes](#)
- [Constitution and Bylaws-no changes](#)
- [CAPFA Resolution 2022-23A](#)
    - There is a currently no change to the constituents groups (no added university libraries numbers) and we will wait until after the working group reviews it more
    - There is a small change to the wording that removes the "thirty day" phrasing on readings coming to the senate
    - Janice Austin makes a motion to approve the resolution and Keri Swaby seconds: no discussion. Resolution passes.
- Bylaws Changes
    - The resolution only addresses constitution changes so these changes only have to be voted on by the Senate.
    - Janice Austin makes a motion to make the updates to the bylaws and Leanna Blevins seconds. No discussion. Bylaws changes approved.
- What is the final determination on university libraries representation? The university libraries is not in the current revisions, but the working group has been tasked to determine what is the best adjustment moving forward and that will require a second resolution
- The timeline now for the working group is fall 2023 and is waiting for updates from Job Architecture and Human Resources with a specific rule/ratio to use to determine constituent group values
- [CAPFA Resolution 2022-23B – Changes to Chapter 7 of the Faculty](#)
    - First changes are in the Grievance process section (7.7): the first change is just on the title from CAPFA chair to the AP Faculty Senate Vice President (these are the same person)

- ○ 7.7.2: Formal Grievance Procedure-updates to the procedure and options for panel members
- ○ 7.7.6: Change in the timeline from 5 working days to 10 working days to make it easier to find panel members
- ○ CAPFA has had their first reading and will have a second reading and vote next month

Senate Committee Updates
- Communications Committee-Brandy Morse
  - ○ New committee chair will be voted on at next meeting
  - ○ First newsletter went out in February

- Elections & Nominations-Terri Pecora
  - ○ [Nominations form is now open](#)
  - ○ To continue to serve you will need to self nominate or have someone nominate you
  - ○ [Current AP faculty member information](#)

- Policies and Issues-Nicole Connors
  - ○ Meetings for spring are set beginning in March

Other Updates from Committees and Commissions
- *Commencement Committee-Marlena Lester*
  - ○ Did a debrief of Fall Commencement and discussed plans for spring 2023 commencement
- Commission of Undergraduate Studies and Policies-Keri Swaby
  - ○ A new resolution is being drafted for first time honor code cases: CUSP 2022-2023B and should be to the AP faculty senate for review soon

Other Topics or Business
- None to date

Announcements
- Consider submitting stories to add to the A/P Faculty newsletter
- [A/P Faculty Senate Governance Calendar](#)
  - AP Senate president office hours are the second and fourth Tuesday of the month (in person and via zoom)
- [A/P Faculty Award Nominations](#) – Deadline Feb. 15, 2023, at 5 p.m.

Adjournment

There being no further business, the meeting was adjourned at 11:32 am

Next Meeting March 15, 2023

Respectfully submitted,

Jennifer Jones
Secretary/Treasurer