Minutes of the Faculty Senate

Presiding: Henry A. Kurtz (Chemistry)   **Date: 10-02-18**

Secretary: R. Jeffrey Thieme (Mrktng & Suply Chain Mang)

Senators Present: Mohd Hasan Ali (Elec & Comp Engr), Reza Banai (Sch Urb Aff & Pub Pol), Thomas E. Banning (Engr Tech), Brennan K. Berg (KWS), Mary K. Boudreaux (Leadership), Gerald Chaudron (Univ Libraries), Michael K. Chisamore (Architecture), Coriana L. Close (Art), Lorinda B. Cohoon (English), Francis Fabian (Management), Hal Freeman, Jr. (Univ College), David M. Gray (Philosophy), Denis D. Grélé (World Lang & Lit), Donna R. Jones (Law), Robyn L. Jones (Music), Erno Lindner (Biomed Engr), Jeffrey G. Marchetta (Mech Engr), Gray Matthews (Communication), Peter L. McMickle (Accountancy), Elizabeth B. Meisinger (Psychology), Sanjay Mishra (Physics), Esra Ozdenerol (Earth Sci), DeAnna N. Owens (Instr & Curr Ldrshp), George E. Relyea (Public Health), Sandra Richardson (Bus Info Tech), Brian J. Ruggaber (Theatre & Dance), Michael Sances (Political Science), Sajjan G. Shiva (Computer Science), Mark Sunderman (Fin, Ins, & Real Estate), Laura C. Taylor (Social Work), R. Jeffery Thieme (Mrktng & Suply Chain Mang) Harley P. Thompson (Mil Sci ROTC-Air Force), Harley P. Thompson (Mil Sci ROTC-Air Force), William P. Travis (Health & Sport Sci), Stephen J. Watts (Crim & Criminal Justice), Máté Wierdl (Mathematical Sciences), Jin Yang (Journalism)

Senator Present by Proxy: Eugene Buder (Comm. Sci. Disorders) Lynda Feenaughty**,** Jill A. Dapremont (Nursing) Annapoorna Mary, Katherine Hicks (Anthropology) Michael V. Perez, Joseph C. Ventimiglia (Social Work) Jennifer Loftus

Senators Absent: Charles W. Crawford (History), Leigh Falls Holman (Couns, Ed, Psy & Res), J. Joaquin Lopez (Economics), Steven D. Schwartzbach (Biology), Brian A.Waldron (Civil Engr)

Faculty Senate Information Officer: To be Appointed (vacant)

Guests: M. David Rudd (President Office), Karen Weddle-West absent and Robert Jackson, Chief Information Officer (Provost Office), Lawrence A. Pivnick and Linda A. Bennett absent (UMAR), Martha D. Robinson (ad hoc Budget & Finance Committee/Lambuth Liaison), Gloria F. Carr (Faculty Ombudsperson), David M. Kemme absent (Board of Trustees, Faculty Rep.), Genae Strong and Carolyn Ransford Kaldon (co-chairs Family Friendly Campus Committee), Anne Hogan (Dean, College of C & FA), Meghan Cullen (Pres, Staff Senate), Russell J. Deaton (Elec & Comp Engr-UUC)

The four-hundred-and-fifty sixth meeting of the University of Memphis Faculty Senate was held Tuesday, October 2, 2018, in Senate Chambers of the University Center, room 261.

10.02.18.01   Call to Order
The meeting was called to order at 2:40 p.m. with a quorum present.

10.02.18.02   Approval of Agenda
The agenda was approved as written.

10.02.18.03   Approval of Minutes
The minutes for September 4, 2018, were approved as written.

10.02.18.04   President's Report
1. Southern Association of Colleges & Schools Commission on Colleges (SACSCOC).
President Kurtz reported that the SACSCOC's accreditation is one part of the assessment. Dr.
Lori A. Stallings, College of Communication and Fine Arts, has agreed to serve as his designee
to the General Education subcommittee as she has more expertise in this area.

2.   University Undergraduate Council. President Kurtz reported that Dr. Terra L. Smith, School
of Health Studies, has agreed to serve as his designee on the University Undergraduate Council
(UUC). He thanked Senator Marchetta for his past service on this council as his designee.

3. Salary Database Update. President Kurtz reported that the UofM's most current salary
information will be provided to TN Tech University in October per his meeting with Mr.
Raajkumar (Raaj) Kurapati, Chief Financial Officer, Division of Business and Finance.

4. Administrative Efficiency Review. President Kurtz reported that Mr. Bruce Harber will be
chairing the panel on Administrative Efficiency Review, which will include the Faculty Senate
(FS) President and five others. He will keep the FS informed of any progress made by the panel.
Also, a process a process improvement project team has completed the staff hiring process.

5. Risk Assessments.   President Kurtz reported that the Deans and department chairs have been
informed about the University Risk Assessments and this review will be a bottom-up effort.

6. CommuniTech Research Park.   President Kurtz reported on the initiative on community
outreach, called CommniTech Research Park, under Executive VP Research Innovation, VP
Research, Dr. Jasbir Dhaliwal's leadership. The first version of this will take place in the old
City of Memphis library building on Highland Street. Sidebar: University President Rudd
stated that the project is privately funded and an RFP will go out soon. The UofM has future
plans to tear down University-owned housing to build a new building. Currently seven
companies are buying in on this initiative.   The cost to the UofM should be around $250,000.
The various companies are required to hire UofM faculty for any external consulting and if it is a
manufacturing entity, the business must employ UofM Students (undergraduate and graduate).

7. University of Memphis Research Council (UMRC). President Kurtz reported that Dr. Jasbir
Dhaliwal wants to create a university research council. President Kurtz stated that the Senate
will work to fill three positions on the council by October. Members to serve two-year terms,

with staggering rotations. President Kurtz to meet with Senator Waldron, chair of the Senate's Research Policies Committee, regarding the Council.

10.02.18.05   Executive Committee
President Kurtz provided a brief statement to the Senate regarding the motion, Family Friendly Campus Committee Final Report and Executive Summary. The final report was distributed to Senators prior to the meeting. Senator Banning made a motion to accept the final report, voting on the motion was delayed until after Dr. Strong's report.   President Kurtz yielded the floor to Dr. Genae D. Strong, co-chair of the Family Friendly Campus Committee to present the final report Family Friendly Campus Committee Final Report and Executive Summary. NOTE: Dr. Carolyn Ransford Kaldon, co-chair of the Family Friendly Campus Committee was in attendance at the invitation of President Kurtz. Senator Elizabeth (Beth) Benton Meisinger, a member of the committee, was recognized by President Kurtz.

Dr. Strong gave background research information on the committee and its final report including an internal assessment of our campus and our peers. The key issues of childcare, early childhood education, and lactation surfaced after the committee conducted a campus-wide survey. The committee's recommendations are reflected in the Executive Summary of the final report. At the conclusion of her report, Dr. Strong opened the floor for questions.

President Kurtz reintroduced Senator Banning's motion: Move that the Faculty Senate accept the ad hoc Family Friendly Campus Committee Final Report as written. At this point in the meeting questions was raised by some senators. Sidebar: University President Rudd informed the Senate that the university had received donor support of $9M for an early infant childhood building.   Also, certain legal issues must go before the local school board, Shelby County Schools (SCS).

President Kurtz again put before the body the motion: Move that the Faculty Senate accept the ad hoc Family Friendly Campus Committee final Report.
Adopted by voice vote, with 1 nay on October 2, 2018.

10.02.18.06   Report of Committee on Committees
President Kurtz yielded the floor to Senator Travis. Senator Travis on behalf of Committee on Committees chair, Senator Dapremont, asked the Senate to accept the nominations as a slate with an up or down vote for the following Faculty Senate representatives and University committees. As a point of information, Senate proxy, Dr. Lynda Feenaughty (Communication Sciences and Disorders), stated that Shaum P. Bhagat's name be removed from the list of nominees because he is no longer employed by the University. The body agreed. President Kurtz, with the removal of Bhagat's name, restated the motion: Move that the Faculty Senate accept the nominations as a slate with an up or down vote for the following Faculty Senate representatives and University committees:

1. President's Committee (President's Panel Hearing)
    List of nominees

Arts & Sciences: Heike Polster and Jose M. Pujol
Business & Economics: Sandra Richardson and Mark Sunderman
Communications & Fine Arts: Michael S O'Nele, David Spencer and Dan Phillips
Communication Sciences and Disorders: Deborah Moncrieff and D. Kimbrough Oller
Education: Yonghong (Jade) Xu and Daniel C. Lustig
Engineering: Jeffrey G. Marchetta, Thomas E. Banning and Gladius Lewis
Health Studies: Robin R. Roach and Ruth Williams-Hooker
KWS Hospitality & Resort Management: Brennan K. Berg and Carol Silkes
Law: Alena Allen and Steve Mulroy
Nursing: Gloria F. Carr and Genae D. Strong
Public Health: David C. Burchfield, Fawaz Mzayek and Latrice C. Pichon
University Libraries: Margaret E. Robinson
Postscript: Dr. Perveen K. Rustomfram's (University Libraries) nomination was received after the FS meeting. The Committee on Committees accepted and sent forward her nomination to required offices. Final ratification for this nomination to occur at the November 6 FS meeting.

2. Business Finance Standing Committees
List of nominees
The Senate elected the following faculty members to serve as the faculty representatives on the Business and Finance standing committees for academic year 2018-2019, for a 1-year term.

The University of Memphis Faculty Senate, Faculty Representatives:
Facilities and Services (2)
Perveen Rustomfram (University Libraries)
Culeta Armstrong (Nursing)

Public Records (2)
Peter L. McMickle (Accountancy)
George E. Relyea (Public Health)

Traffic and Parking Authority (2)
Kyle Ferrill (Music)
Y'Esha V. Williams (Nursing)

Fee/Refund Appeals (3)
Vacancy (fill later)
Joy Goldsmith (Communication)
Glenda Wothers (Nursing)

Adopted by voice vote unanimously on October 2, 2018.

10.02.18.07 Old Business

President Kurtz brought to the body the previous University Undergraduate Council (UUC) proposal Academic Undergraduate Renewal Policy. Discussion ensued. University Undergraduate Council (UUC), Senator Banning on behalf of the Executive Committee offered the motion to accept the policy change. Brief discussion ensued.   At this point in the meeting, President Kurtz recognized UUC member, Dr. Russ Deaton, who offered background information on the UUC proposal. Senator Banning made the following motion: Move the Faculty Senate accept the proposed policy change of the UUC.

Adopted by voice vote, with 2 nays and 1 abstention on October 2, 2018.

10.02.18.08   New Business
President Kurtz reported that there was no New Business**.**

10.02.18.09   GUEST SPEAKER
President Kurtz yield the floor to Dr. Robert Jackson, Chief Information Officer, Information Technology Services (ITS), Topic: Update on Upcoming Information Technology (IT) Projects-Changes in Security.

The power point presentation was distributed prior to the meeting.   Some highlights of the presentation: Change in various software resulting in a savings of $80,000, closed the ITS Service Desk, Banner 9 changes, security (personal data), and network border firewall. Sidebar: University President Rudd shared the UofM Board of Trustees are interested in IT security. The power point presentation is appendix to the minutes.

10.02.18.10   Announcements

President Kurtz brought to the attention of the body the following announcements:

UofM Homecoming 2018, October 1-6, Tiger Football vs. UConn Oct 6

2018 Benefits (Insurance) Annual Enrollment, Oct 1-12, e-mail: benefits@memphis.edu

TN 2018 Gubernatorial Debate, Oct 2, General Election Candidates: Karl Dean and Bill Lee, UofM Mike Rose Theatre, Tickets (SOLD OUT)

Fall Break, Oct 13-16, 2018 (Saturday-Tuesday)

Auto Accident Reporting, TN Department of Treasury, effective July 2018, visit: www.memphis.edu/vehicles or Auto Accident Reporting Training available on line at Learning Curve. Any questions should be directed to the Finance Office, FinanceOffice@memphis.edu

10.02.18.10   Adjourn: 3:50 p.m.

 Powerpoint follows.

Slide 1

Slide 2

Slide 3

Ongoing Major Projects

ITS is working on 3 projects aligned with the University's enterprise risk management strategy that will significantly enhance our ability to mitigate security threats:

- Network Border Firewall
- Multi-factor authentication (Duo)
- Information Security Awareness Training

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Slide 4

Why Security is Important

The University possesses different types of data and is subject to statutory requirements:

- Personal information (students, parents, employees, alumni; tax records, health records)
- Research data (intellectual property, non-disclosure agreements, data use agreements)
- Statutory requirements (FERPA, GLBA, HIPAA, TN Data Breach Notification Law)

Failure to mitigate security threats poses financial and reputational risk to the University.

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Slide 5

The Risks of Not Acting

- Data Breach – the estimated cost of remediating a single breached record is $166. The cost to remediate all current faculty, staff and students would exceed $4 million and insurance may not cover total cost. Costs for remediating all current and former f/s/s would be significantly higher.
- FERPA violations – a compromised password could lead to inappropriate access to or modification of a student record. Violations could lead to fines or loss in federal student aid funding from Department of Education (> $100 million)
- Students – a compromised account could lead to modification of student grades in eCourseware or Banner, or inappropriate communication, such as changes to assignments, cancelling of classes or schedule modifications.
- Research – a compromised password could lead to theft or destruction of research or intellectual property, inappropriate modifications to grant or effort reporting and other potential violations that could effect receipt of current or future grant funding (> $30 million).
- Library Resources – attackers routinely compromise accounts at Universities to access journals and other databases. Failure to control access properly could lead to loss of access to services or litigation.

Data breach example - Based on $166 * 26,000 active records. Compromise of all records in Banner would be much worse.

FERPA violation example - Based on IPEDS data from https://nces.ed.gov/collegenavigator/?id=220862#netprc. Added Pell Grant aid to Federal Student loan funding as a conservative estimate.

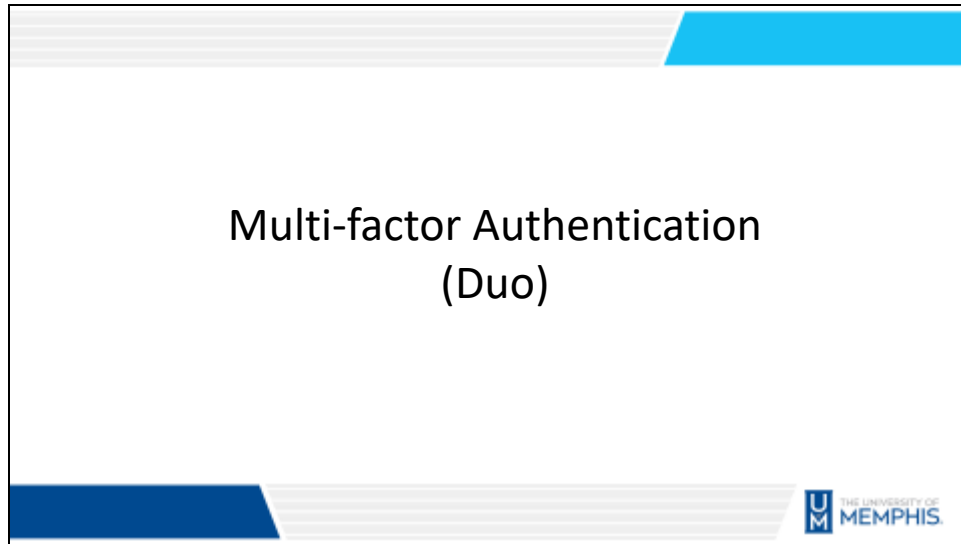Research example - Based on UofM financial statement from FY17

Slide 6
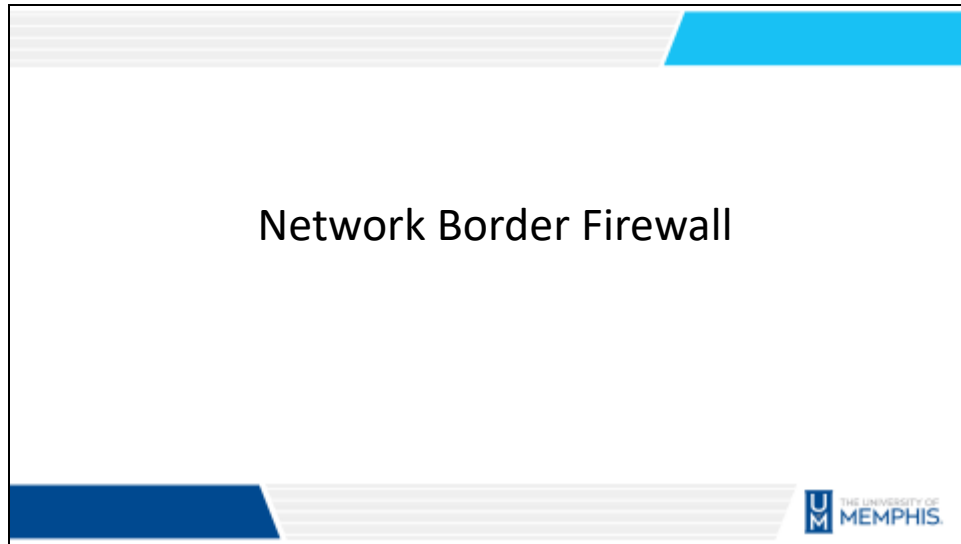
Network Border Firewall

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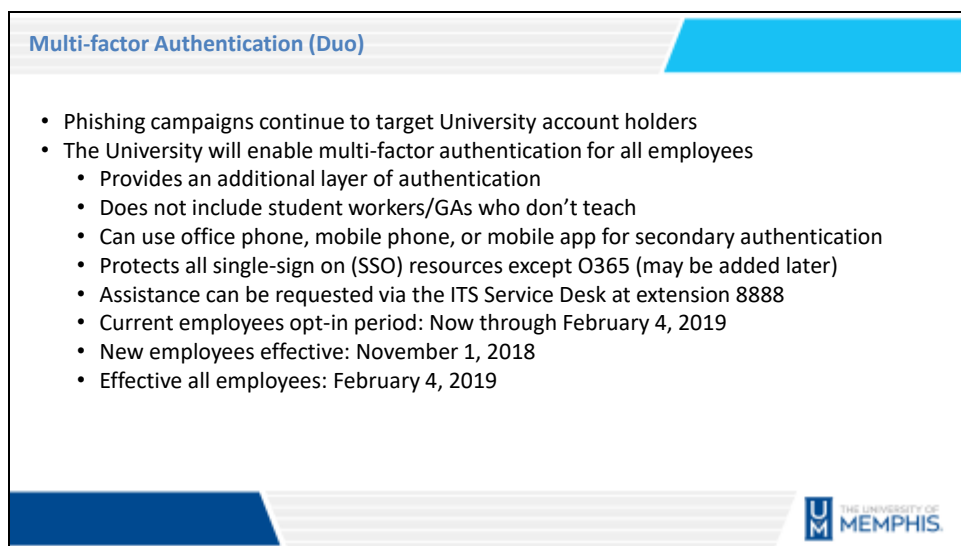Slide 7

Network Border Firewall

- The University's network border currently allows most network traffic to automatically pass through our firewall and connect directly to devices throughout the infrastructure (e.g., desktops, IoT devices, printers, etc.)
- ITS plans to block, by default, all *external **incoming** connections* to the University network
    - Most individuals will not be impacted by this change because they use our network to initiate *internal **outgoing** connections*
    - VPN can still be used to connect to remote desktop
    - Exceptions will be allowed for legitimate traffic (e.g., University web sites, research and teaching activities, etc.)
    - Exceptions can be requested via the ITS Service Desk at extension 8888
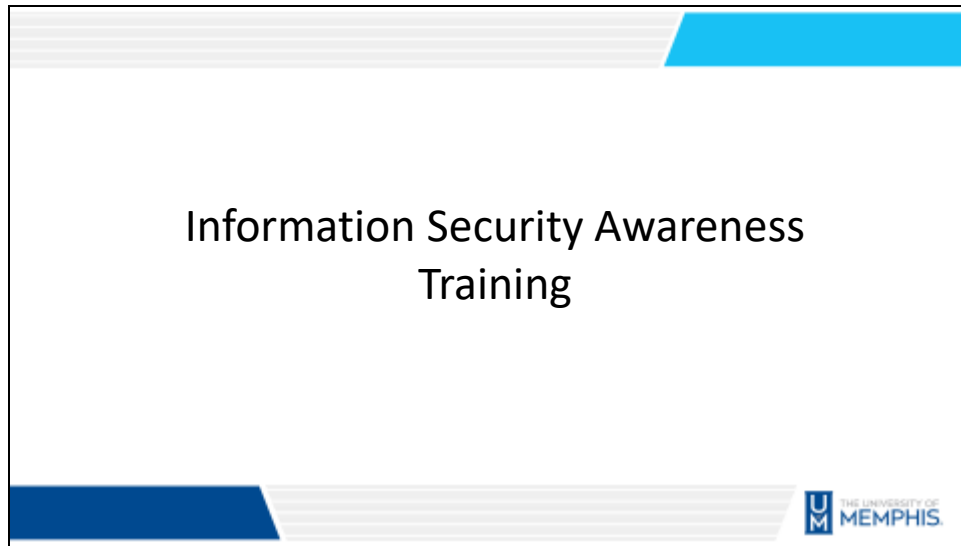   - Effective November 12, 2018

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Slide 8

Multi-factor Authentication
(Duo)

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Slide 9

Multi-factor Authentication (Duo)

- Phishing campaigns continue to target University account holders
- The University will enable multi-factor authentication for all employees
    - Provides an additional layer of authentication
    - Does not include student workers/GAs who don't teach
    - Can use office phone, mobile phone, or mobile app for secondary authentication
    - Protects all single-sign on (SSO) resources except O365 (may be added later)
    - Assistance can be requested via the ITS Service Desk at extension 8888
    - Current employees opt-in period: Now through February 4, 2019
    - New employees effective: November 1, 2018
    - Effective all employees: February 4, 2019

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Slide 10

Information Security Awareness
Training

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Slide 11

Information Security Awareness Training

- Educating account holders about security threats is key to protecting the University
- The University will provide information security awareness training for all employees
  - Does not include student workers/GAs who don't teach
  - Training period will open annually for 4 months
  - New-hires will be required to complete during on-boarding process
  - ITS will provide participation information to Human Resources
  - Human Resources will monitor annual completion and report to supervisors
- Timeline:
  - Effective for new-hires during on-boarding: November 1, 2018
  - 2018 annual training period: October 1, 2018 – February 1, 2019

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Slide 12

Slide 13