LSU
Faculty Senate

Ad Hoc Faculty Senate IT Committee Meeting
23 May 2023
11:30 AM, 1008B Center for Computation and Technology

Minutes of the Meeting

I. Call to Order: Singh called meeting to order at 11:30 am

II. Roll Call

Present: Param Singh (Chair), Gerry Knapp, Juana Moreno, Larry Smolinsky, Craig Woolley (Ex-officio), Sumit Jain (Ex-officio), Scott Baldridge (special advisor)

Absent: Ken Lopata, Fanny Ramirez, Sam Robison

III. Public Comments: None

IV. Ad Hoc FS IT Meeting Minutes Approval from 19 May 2023: Knapp moved to approve the minutes. Smolinsky seconded. Motion passed unanimously.

V. Chair's Updates: Singh mentioned that Del Piero has gone on a sabbatical and Roland is away for two weeks. They have temporarily stepped down from the committee so that quorum can be maintained in coming weeks. Singh expressed gratitude for their kind consideration of quorum requirements so that this committee can keep working. Mentioned that Del Piero and Roland will be reinstated on the committee on their return by the Faculty Senate. Singh mentioned that Woolley shared a report from internal auditor listing 30 items requiring ITS attention.

VI. Unfinished Business
- Discussion on IT Policy PS-124
    - Lengthy discussion on Data Functional Owner led by Jain, Knapp and Baldridge highlighting distinctions between research and instructional data.
    - Knapp moved that the definition of Data Functional Owner in PS-124 and elsewhere in all policies be changed to include:
      "As it relates to research data, the functional owner would be appointed by unit head, department chair, or Office of Research and Economic Development; where appropriate, the Principal Investigator (PI) or lead researcher should serve as the Data Functional Owner. As it relates to instructional materials, where appropriate, the Data Functional Owner should be the creator of the materials. Data Functional Owners are not necessarily the owner or intellectual property owner of the data."
      Smolinsky seconded. Passed unanimously.

- o Singh asked reasons for including establishment of Data Governance subcommittee by ITGC in PS-124 ST-1(A) instead of in a resolution or a policy. Jain and Woolley replied that this was a request from ITGC.
- o Knapp moved that PS-124-ST1(A) be moved and merged with PS-124-A1. Smolinsky seconded. Passed unanimously.
- o PS-124 A.1 changed to "LSUAM must establish and maintain a Data Governance Framework through a subcommittee under the purview of LSUAM IT Governance. The responsibilities of the subcommittee must be defined by IT Governance." PS-124-ST1(A) striked out.
- o Singh led a lengthy discussion on Appendix A and public data in PS-124-ST1. Pointed out that current classification clubs at least three types of data in that category.
    - ▪ public records under La RS 44, such as purchase orders publishable by law; data which must be released on request.
    - ▪ directory, maps etc. which LSU has already published for public.
    - ▪ unpublished research data/preprints which is not on arxiv or available to public.
- o Baldridge, Moreno and Singh noted that combining c in a category of public data harms faculty because their unpublished research notes which are exempted under La RS 44 can become accessible to public. It is also not appropriate to club such a data in the category of confidential or private as it brings such a data under stricter compliance.
- o Public data classification changed to Discretionary Data.
- o Another example added in Discretionary Data: "not publicly available research and/or instructional notes and manuscripts"
- o Singh suggested that description should be added for each type of data in Appendix A. For example, for the discretionary data one could state "Data that is already published to the public, or internally held data which may be published to the public at the discretion of custodian of data without causing any harm to LSU."
- o ITS was charged to create descriptions for each type of data classification that addresses items such as legal requirements, reputation risk, and other risk in a single statement to avoid confusion.
- o Above will replace separate rows in Appendix A.
- o Singh and Smolinsky pointed out concerns with including LSU 89-numbers as confidential data whereas FERPA allows that information in directory. Singh pointed out Authority: 20 U.S.C. 1232g(a)(5)(A) and how provides exemptions on how to include 89-numbers in directory information. Smolinsky mentioned that student id numbers were introduced as replacement to SSNs, but now we have reached back to square one by treating student id numbers as confidential. Jain pointed out that this is an issue which can only be handled with Registrar's office.
- o Singh moved that the committee request Faculty Senate to take up above matter with the Registrar's office. Knapp seconded. Passed unanimously.
- o Knapp moved to strike out LSU 89-numbers from Appendix A of PS-124-ST1. Smolinsky seconded. Passed unanimously.
- o Jain noted that removing LSU 89-numbers from above does not imply changes to data classification.

- Knapp moved to strike out "Information resources with access to confidential data" as an example of private data in Appendix A of PS-124-ST1. Smolinsky seconded. Passed unanimously.
- Knapp led discussion on Modified Access row for confidential data. Changed to "Only those individuals designated with approved access, signed non-disclosure agreements, and/or a need-to-know".

Meeting adjourned at 1:18 pm.