Minutes
Dean's Advisory Committee
April 10, 2012

Dean Roper called the meeting to order.

Approval of Minutes

Minutes of the February meeting were approved by a unanimous vote. It was noted that the March meeting was not held due to the LCME Site Visit occurring during that time period.

Five Year Reviews/Distinguished Professorships

There were no five year reviews or distinguished professorships to be presented.

Information and Discussion Items

- **IT Security Update -** – Dennis Schmidt, Director of SOM Information Systems, reviewed the different measures being taken to enhance security for the School's IT system.
    - Systems Administration Initiative (SAI)
        - all servers must be registered with ITS Security
        - Mission Critical servers will be scanned monthly with Qualys vulnerability scanner
        - Servers with level 4 or 5 vulnerability greater than 90 days old will be referred for assignment to 3rd party server support (department's cost)
        - First 90-day window was a "freebie"; next window ends June 1, 2012
    - Laptop encryption
        - UNC Information Security policy requires that all laptops processing and/or storing sensitive information must be encrypted with PGP Whole Disk encryption
        - Compliance deadline is July 1, 2012
        - Currently 1,261 laptops have been encrypted
    - Network Access Control (NAC)
        - NAC installed last month on 5,000 computers in SOM to check for basic security compliance and report back to central monitor
        - Next step is to rollout enforcement rules; will begin with Peer to Peer software (illegal movie sharing, etc.)
        - Initial two week warning period with instructions how to remediate
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        - Failure to remediate results in blocking of http access
        - Next targets will include Windows Updates and Antivirus

- **HIPAA Training Proposal** – Dennis Schmidt asked for DAC endorsement to change the current SOM cycle (credentialed clinicians – every 2 years; faculty – every 3 years; all others – annually) to align with the UNC Health Care Systems' cycle (credentialed clinicians – every 2 years; all others – every year). The members gave their unanimous approval for this change.

- **InfoPorte Update** – Scott Jackson, InfoPorte Project Manager, gave an overview of InfoPorte which the School of Pharmacy has been using for the past five years. He indicated that InfoPorte may be used as to facilitate annual faculty reviews. InfoPorte has multiple components including Curvita which has all the grant information in a central area and can be used to create CV's, training grants, list publications, etc. ReachNC can be used to find a collaborator for a certain subject and to find people associated with someone's network. A committee member noted that the challenge is that faculty members have to enter all data manually and verify that ReachNC is their correct information. Rollout of InfoPorte to the SOM faculty will begin in May.

Announcements

Dean Roper had the following announcements.

- Those present were reminded that only those individuals authorized should view records of patients and only to aid in patient care.
- A copy of Dean Roper's statement concerning the actions of the House Select Committee on State-Owned Assets today was circulated (emailed) earlier today. May 12 is SOM graduation. Dean Roper encouraged the chairs to be at the 9:00 a.m. ceremony in Memorial Hall. Marschall Runge will preside as Dean Roper will be out of town for his son's college graduation.

Approval was obtained in Executive Session to utilize electronic balloting for a proposed change to the SOM Constitution involving departmental consolidation. The proposed change will be "posted' for thirty days prior to initiation of the vote.

There being no further business, the meeting was adjourned by Dean Roper.