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deans/directors/dept heads

Board of Trustees Approves IT Security Policy

On Monday, February 9, the Board of Trustees approved the Information Technology Resource Security Policy to reduce the risk of security breaches that could prevent the University from performing critical operations, and to protect the sensitive personal information of faculty members, staff, and students. See [Identity Theft](#).

We are all individually responsible for information that is stored on our computers. According to the policy, individuals should not store Social Security Numbers, credit card numbers, or health records on a personal computer without permission from the Dean, Department Chair of Vice President, and only when necessary to perform ones job duties. Every individual is responsible for safeguarding the privacy and security of sensitive personal information of each member of our campus family.

We must also take individual responsibility to prevent the loss of information that is critical to the operation of a college, department, or the entire University. Individuals who store such information should back-up the critical information in some reasonable way, i.e., by copying data to a CD.

The policy also defines institutional roles and responsibilities within colleges and departments. Each campus organization has an information technology resource "steward" who has policy level responsibility for their college or department's IT resources. Operational responsibility is in the hands of a "custodian" who implements security measures under the steward's direction. For example, Student Services is the steward of student admissions and registration information.

They delegate custodial responsibility to Administrative Computing Services (ACS) who manages systems that store and provide access to this information.

The policy also describes procedures to be followed by anyone who discovers or suspects a breach of information technology security.

The new policy, which replaces an interim policy (PPM 1-18), was composed with the help of campus IT Managers and faculty members. If you have questions about this policy a FAQ can be found at www.it.utah.edu/T_Security_Policy_FAQ.html.

NetCom's NSC One Rate Option is Working for the Development Office

The NetCom Support Center (NSC)'s One Rate plan allows departments to contract for a specific number of hours/month of NSC support.

The University's Development Office has contracted with the NSC group since August 2003, for 12-13 hours/week of time from one NSC employee. He handles Development's network support, including their GroupWise email system, and their local area network, on which the U's Donor database lives. The Development Office is made up of 60 users, plus another 300 or so on campus who rely on the Donor database.

Development's Scott Mietchen says that since August, Development's network problems have almost completely disappeared. NetCom has been very responsive to requests on specific projects and needs. He feels Development has gotten their money's worth: "We don't need a FT person (and can't afford one). (Through the One Rate Plan) we acquired the expertise for our needs that we could afford."

For more information on NSC services for your department, call 581-4000 option 1 or go to www.netcom.utah.edu/computer/nsc.html.

faculty/staff

Changes to IMS Photographic Services

Instructional Media Services has reduced the range of photographic services it offers to campus clients. IMS will no longer do the following:

- any chemical-based processing and printing
- studio portraiture
- publication-quality location still photography
- black and white chemical printing
- passport and visa photos

IMS will still:

- transfer slides, negatives, and digital or hard copy photos to digital media (either CDs or DVDs)
- capture still photos from motion video to CD/ DVD
- make digital prints of photographic material
- loan digital cameras for faculty or students to shoot their own digital photographs

Contact Amanda Stoddard, (581-3161) IMS Audiovisual Distribution Supervisor, to arrange for these services.

Through IMS' Campus Video Services we can digitally record motion video, stream video via the Internet on campus or off, downlink satellite programming, and coordinate videoteleconferences — all which can interface with EDNET. Existing and new media can also be transferred to DVD and CD formats.

Contact Stan Clawson (581-8610), IMS Campus Video Services Supervisor, for these services.

If IMS cannot fill your needs, we can refer you to other offices on campus which offer photographic services. Contact Tyler Smith, IMS Manager of Classroom Support, (585-7134) for information.

Media Solutions continues to provide many high-end digital services and web design. Call 1-6113 or check their web site at www.media.utah.edu.

Session Initiation

Protocol (SIP) - by Dave Packham, Campus R&D

<http://whatis.techtarget.com> defines Session Initiation Protocol (SIP) as ". . .an Internet Engineering Task Force (IETF) standard protocol for initiating an interactive user session that involves multimedia elements such as video, voice, chat, gaming, and virtual reality."

The [Internet2 SIPedu initiative](#) seeks to promote the convergence of voice and email identities, grow SIP-reachability within Internet2, and encourage experimentation with new enterprise SIP services.

The Office of IT Campus Research & Development group is looking into participating in this initiative with several other schools, including MIT, Columbia, and Yale. MIT has participated the longest (since March 2003), and they now have more than 12000 reachable email addresses and over 25000 reachable PBX extensions via SIP at this time.

The University of Utah Campus R&D and the NetCom Voice Services department have been using SIP technologies on the U campus for over a year now in "Mostly" production mode. Soft-phones, hardphones and SIP-addressable people have also been available for this timeframe.

Campus R&D is proposing that we SIP-enable the entire campus to allow existing Centrex phones to be addressable via the SIP protocol URIs (Uniform Resource Identifiers), with the only difference being that we will use the Asterisk (www.asterisk.org) opensource software for our SIP proxy. This will be a research project that will not affect any production systems on campus and will be carried out on current hardware and future grants of Cisco hardware. This proposal has been put before the ITAC committee and given preliminary approval.

See www.it.utah.edu/ITAC/UofUSIP.pdf for more technical information on SIP & the SIP-enabling process, or email me at dave.packham@utah.edu.