

Technology Governance Committee

Meeting Minutes: October 19, 2010

Present: Denise Cross, Bob Desilets, Sheila Booth, Deb LaFlash, Holly Kularshi, Stacey Kadish, Louise Hamlin, Ken Dwyer, Joan Perry

Stacey Kadish, the new chair, opened the meeting at 2:10 pm.

The minutes of September 21, 2010 were approved.

Ken Dwyer spoke about Cyber Security Month and information security training for everyone employed by the college. The Commonwealth of Massachusetts requires all agency staff to be trained to protect citizens' personal information. Ken piloted the slide presentation that will be sent out for everyone on campus to view. The presentation will be followed by an acknowledgment form for each employee to complete.

The Data Security Policy, originally passed this committee 2/24/2009, needs to be revised with the addition of 4.6 to comply with state law. "Annually each employee will be trained on the importance and proper use of personal information security systems." Sheila Booth moved the motion. Bob Desilets seconded. The motion to revise the policy was approved.

The meeting adjourned at 2:35

Minutes submitted by Denise Cross.