MINUTES
Thursday, October 23, 2014

PRESENT: Maria Orellana (Chair), Michael McMaster (Vice Chair), Amin Abdallah, Katja Brueckner, John Featherstone, James Giblin, Noelle L’Etoile, Howard Pollick

EXCUSED: Mehran Hossaini, Caroline Shiboski, Snehlata Oberoi

ABSENT: None

GUESTS: Patrick Phelan, Director of Information Security

The School of Dentistry Faculty Council was called to order by Chair Maria Orellana on Thursday, October 23, 2014 at 8:10 a.m. in room S-616. A quorum was present.

Approval of Minutes from the August, 2014 Meeting
Council Members approved the minutes.

Approval of the 2013-2014 Annual Report
Council members approved of the annual report.

Chair’s Report
Chair Orellana reported on the following items:
• Supporting the Strategic Planning Effort: Chair Orellana would like the Council to provide support to the Dean through the strategic planning process. To introduce faculty to the process, she will invite the consultant that the Dean is working with, Dennis Reker, to the next meeting.
• Curriculum Report: At the September Full Faculty meeting, the two curriculum working groups presented their final results. Now that the information has been provided, Chair Orellana feels it is time for the Faculty Council to determine the next steps. Vice Chair McMaster made the following motion: “The Faculty Council supports a major effort for curriculum renewal. This should be an important component of the Strategic Planning process that is now underway. We charge the leadership of the two committees that evaluated and presented their findings, to submit recommendations for how this effort is to be implemented to the Faculty Council and Dean’s office.” Council members approved of the motion. A communication will be drafted and sent to the chairs of the working groups.
• Attendance of the Student Research Event: Chair Orellana expressed her concern that the residents and the faculty do not have the opportunity to attend the Student Research Event. The Faculty Council discussed and agreed that time should be provided out of the clinical schedule for all members of the School to attend. A motion was made to send a statement from the Council to the clinical leadership informing them of faculty concern and a request that clinical hours be adjusted accordingly. Council members voted and approved of the motion.
Dean John Featherstone provided the following report:

- **Strategic Planning Update:** The Dean informed the Council of the status of the school’s strategic planning process. So far there have been two leadership retreats with a third one planned in January. The Dean has held four out of five sessions with clinical faculty. The next step will be to meet with research faculty. Soon, the Dean will be meeting with Dennis Reker, a consultant who assisted with the process in 2010, to develop the final proposal. The Dean hopes that by January, there will be a draft plan. He feels the entire plan should be developed by April and be implemented in June.

- **Credentialing:** The Dean continues to work to ensure that all faculty will be credentialed as soon as possible. The deadline to start the application process is at the end of October.

- **Ebola Presentation:** The Dean provided the group with an update on the status of Ebola and what it means for UCSF and the School of Dentistry.

**IT Security Presentation**

Director of IT Security Patrick Phelan provided a report on the status of IT security and what the campus leadership plans to do to address gaps in security. Director Phelan reported on the following issues:

- **Background and Context:** UCSF recently commissioned and assessment of UCSF-wide information security risk. The findings from the report indicated that UCSF’s risk level is high and that there are risks throughout the organization. Adding to the risk level, UCSF is a popular target for hackers and others interested in obtaining information from the University. In a recent evaluation of access points to UCSF, the university found that in a five day period, there were several hundred thousand attempts to access open ports. Out of the access attempts, it was deemed that over 75 percent were malicious. It was also found that 90 percent of the connection attempts were coming from China. To address the situation, a Data Security Compliance Program is being developed.

- **Federal HIPPA Breach Data:** When it comes to data leaks, UCSF is ranked second nationally in reported data breaches. With federal enforcement activities increasing over the past decade, there is a good chance UCSF could be hit with a fine.

- **Overall Campus Compliance:** While most of the campus is compliant, there is a lot of work to be done.

- **What is the Driving the Risk Profile:** Some of the main issues that are driving such a high risk profile include: Highly variable work practices across control points; No IT security compliance oversight to drive progress across the control points; Lack of security-related procedures and practices; Lack of technical controls; An IT funding system that requires that individual departments make decisions about investing in security controls and the widespread use of personally owned devices for UCSF work.

- **Data Security Compliance Program:** The DSCP is an IT risk management program to secure UCSF’s sensitive data. The goal of the program is foster collaboration between UCSF IT and the school control points and departments. To aid in the program administration, each control point has designated a champion.

- **Changes to Expect:** Director Phelan informed the group that changes should be expected. All organizations should be expected to adhere to standards of operation to improve security. These include more regulations on granting access to data, physical security of equipment, and consistent patching of management systems. There should also be technical controls such as enforcement of encryption on all computers. Director Phelan noted that one of the hot topics in regard to changes is the recommendation that UCSF require periodic password changes.

- **Actions Taken to Date:** Some of the changes that have already taken place in the a new IT security policy mandating encryption; mandatory annual online training and security; process for firewall security tightening; and the Data Security Compliance Program.
• **Next Steps:** The next steps to increase security include a plan resource the encryption rollout of the campus; identify and training control points DSCP champions; present at chairs committees, present quarterly updates to the IT Governance committee; and visit constituent groups.

**Department Representative Reports**

Cell and Tissue Biology: None  
Oral and Maxillofacial Surgery: None  
Preventative and Restorative Dental Sciences: None  
Orofacial Science: None  

**Old Business**  
None  

**New Business**  
Student Status Committee developed a draft of process revisions to address the issue of underperforming students. Vice Chair McMaster asked that the Council decide what to do with the report and how to move it forward.

Chair Orellana adjourned the meeting at 9:33 am.

Senate Staff:  
Artemio Cardenas, [Artemio.Cardenas@ucsf.edu](mailto:Artemio.Cardenas@ucsf.edu); 415/476-4245