

**GLBA Oversight Committee**  
Homework from [May 22, 2006 Meeting](#)

- I. Open items
  1. Approval of distributed May 22 minutes
  2. Policy subcommittee to meet and discuss FERPA/GLBA/HIPPA/PA454 (Done)
  3. Approve the Proposed Risk Assessment  
<http://www.admin.mtu.edu/acct/dept/controller/glba/glbaRA.pdf>
    - i. Resolved: Proposed Risk Assessment is acceptable: Yes\_\_?\_ or No \_\_\_?\_\_\_\_\_
  4. Create waste management guidelines for both paper and computers.
    - a. Resolved: \_\_\_\_\_?\_\_\_\_\_ is responsible for development of a waste management plan by \_\_\_\_\_?\_\_\_\_\_ (due date).
  5. DRAFT Policy review  
<http://www.admin.mtu.edu/acct/dept/controller/glba/GLBAdraftPolicy.pdf>
    - i. Resolved: Draft GLBA policy is acceptable: Yes\_\_?\_ or No \_\_\_?\_\_\_\_\_
  6. Proposed Information Security Program
    - i. <http://www.admin.mtu.edu/acct/dept/controller/glba/DRAFTappA.pdf>
    - ii. Resolved: Draft ISP is acceptable: Yes\_\_?\_ or No \_\_\_?\_\_\_\_\_
  7. Approve the SSN PRIVACY POLICY to the GLBA web site
    - i. <http://www.admin.mtu.edu/acct/dept/controller/glba/SSNPrivacyPolicydraft.pdf>
    - ii. Resolved: Draft Privacy Policy is acceptable: Yes\_\_?\_ or No \_\_\_?\_\_\_\_\_
  8. Approve the GLBA Vendor Agreement policy to the GLBA web site
    - i. [http://www.admin.mtu.edu/acct/dept/controller/glba/GLBAinsert1\\_1.pdf](http://www.admin.mtu.edu/acct/dept/controller/glba/GLBAinsert1_1.pdf)
    - ii. Resolved: DRAFT GLBA Vendor Agreement is acceptable: Yes\_\_?\_ or No \_\_\_?\_\_\_\_\_
  9. Bonnie Gorman is the GLBA Communications Coordinator
    - i. Need to formulate a communications template for a possible information security breach by \_\_\_\_\_?\_\_\_\_\_ (due date).
  10. Create a University Privacy web site
    - i. Resolved: Bonnie Gorman will be responsible for the development of a University Privacy web site by \_\_\_\_\_?\_\_\_\_\_ (due date).

**Next meeting date: [July 10, 2006](#)**