University of Pittsburgh
University Network Policy Committee Charter

I.   Preamble

This body is called the University Network Policy Committee (Committee). It is authorized by the Chancellor and will serve at the Chancellor's discretion. The Chancellor has authorized the Vice Chancellor and Chief Information Officer (VC/CIO) to direct the operations of this Committee, consistent with the terms of this Charter. This Charter outlines the purpose, relevant background, scope, responsibilities, composition, and operations of the Committee, as well as the review process for any proposals generated by this Committee.

This document should be read in conjunction with Policy AO 01, Establishing University Policies, and all other applicable University policies, protocols, and procedures.

II.   Purpose

The Committee is created for the purpose of reviewing and proposing substantial revisions to the University Network Policy (Policy AO 38, formerly 10-02-13) as well as documents that will support its implementation. The proposed Policy would describe the provisions for the installation, maintenance, and operation of the University of Pittsburgh's Network (PittNet).

III.   Background

The Policy has University-wide application as it governs the installation, maintenance, and operation of the University's computer network, which includes wired, wireless, and virtual networks provided or approved by Pitt IT. While this Policy was last updated January 26, 2018, the changes made then were limited to address specific wireless networking requirements and other technical specifications. The Policy now requires a comprehensive review to align it with the new Pitt IT organizational structure and to ensure it reflects the University's internal practices as well as best practices in network Management. This comprehensive review will also provide an opportunity to develop guidance to University units on their responsibilities regarding the 1) installation or extension of networks, 2) security of the network, and 3) management of the network.

The Committee expects to update this policy in connection with the Computer Access and Use Policy to be sure that each is properly scoped and provide necessary guidance to users. Two different committees are being used because of the specific and different governing and processing of each subject. For example, a person can join the University network, but not access or use the IT provided systems or services.

IV. Scope and Authority

The Committee will recommend a revised University Network Policy, and supporting documents, which will replace the current University Policy found at AO 38. In doing so, the Committee's deliberations must address the following topics:

- Responsibilities. Examine the responsibilities related to University network governance to document any changes due to the establishment of Pitt IT and to articulate the roles of both Pitt IT and University Units in maintaining that network.

- Compliance. Address specific compliance requirements associated with University Network security or operations;

- Clarity. Consider users of the Policy and the use of terms so that the Policy and supporting documents are clear and concise;

- Security. Assess the role of Pitt IT Security in the operations and maintenance of the University network;

- Non-Compliance. Consider how compliance will be monitored and enforced;

- Interoperability. Consider the need to work with third party partners in providing network capability; and

- Process. Develop a procedure or supplemental guidance to other Units to assist in their development or expansion of networks.

V. Responsibilities

As provided above, the Committee is created to propose a revised Policy on the University Network. To perform this function, the Committee has the responsibility to:

- Review the current University Policy AO 38, University Network;

- Research and discuss best practices for managing the university network including benchmarking peer universities;

- Incorporate or address applicable federal and state requirements in the proposed Policy and procedure;

- Recommend a draft Policy for review pursuant to the process described in Section VIII below and consider feedback received during that review;

- Recommend a draft procedure, if needed, for the effective and efficient implementation of the proposed Policy; and

- Coordinate and provide updates on the development of the proposed Policy and associated documents to the ITAC and the Computer Use and Access Policy Committee.

It is expected that the Committee will work in confidence in order to have a full and frank discussion of all options. Individual members should maintain the deliberations of the committee confidential and are expected to not discuss the content of the Committee's deliberations outside of the Committee, unless authorized to do so by the Committee. The broader community will have an opportunity to consider the Committee's proposals pursuant to the process described in Section VIII below.

VI.   Composition

This Committee will be chaired by **Brian Hart**, Senior Project Manager, Pitt Information Technology. The Committee will include the following members:

1. **Lou Passarello**, Director of Operations Pitt IT

2. **Jay Graham**, Enterprise Architect, Pitt IT

3. **John Duska**, Assistant Director, Information Security

4. **Martin Weiss**, Professor, School of Computing and Information

5. **David Salcido**, Research Assistant Professor, Department of Emergency Medicine

6. **Kenny Doty**, SSOE Lead Analyst, Online Learning and Technology Services and Executive Vice President, Staff Association Council

7. **Laurel Gift**, Assistant Vice Chancellor, Office of Compliance, Investigations, and Ethics

8. **Alex Labrinidis**, Professor and Chair, Department of Computer Science

9. **Cressida Magaro**, Interim Manager of Educational Software Consulting at the Teaching Center

Anthony Graham, Senior Policy Specialist, Policy Development and Management, will facilitate and support the Committee.

VII.   Operations

The Committee will meet monthly or more frequently as circumstances dictate, until the work set forth above is complete. The Committee's proposed Policy on the university network, which will replace Policy AO 38, University Network, will be submitted to the VC/CIO no later than the end of Spring Term 2021. The VC/CIO may ask for interim status reports.

After the VC/CIO's review is complete, the draft Policy will be submitted to the Policy Office to coordinate its review consistent with Policy AO 01.

VIII.   Policy Review Process

The review process for the Committee's recommended Policy will include:

- University comment period;

- University Senate's Computing and Information Technology Committee;
- Council of Deans;
- Faculty Assembly;
- University Senate Council; and
- Administration Leadership.

The Committee will coordinate with the Policy Office to consider feedback provided throughout this process. Once this review process is complete, the proposed policy will be sent to the Policy Office for review and submission to the Chancellor in accordance with Policy AO 01.

IX.   Amendment

Any amendments to this Charter must be made in accordance with Policy AO 01 and receive the approval of the Chancellor or designee.

This Committee shall expire on the publication of a new University Policy that governs the University Network, unless otherwise directed by the Chancellor.