

**HYBRID MEETING OF THE BUSINESS AFFAIRS COMMITTEE
OF THE BOARD OF TRUSTEES
Community College of Philadelphia
Wednesday, January 18, 2023 – 9:00 A.M.**

Present for the Business Affairs Committee: Mr. Michael Soileau (presiding) (*via Zoom*), Mr. Rob Dubow (*via Zoom*), Mr. Steve Herzog (*via Zoom*), Mr. Jeremiah J. White (*via Zoom*) and Dominique Ward, Esq.

Present for the Administration: Dr. Donald Guy Generals, Mr. Jacob Eapen, Ms. Marsia Henley (*via Zoom*), Danielle Liautaud-Watkins, Esq. (*via Zoom*), Mr. Gim Lim, Dr. Shannon Rooney, Mr. Derrick Sawyer, Dr. David Thomas (*via Zoom*), Mr. Tim Trzaska (*via Zoom*), Victoria Zellers, Esq. and Mr. Vijay Sonty

Guests: Dr. Judith Gay (*via Zoom*), Vice President Emerita
Ms. Sabrina Maynard, Office of Finance, City of Philadelphia (*via Zoom*)

PUBLIC SESSION
AGENDA

(1) Cyber Security Overview (Information Item):

Discussion: Mr. Vijay Sonty, Chief Information Officer, did a presentation (Attachment A) for the Cyber Security Overview. Mr. Sonty discussed the tools and applications for Cyber Security.

Mr. Sonty discussed the results of the Phishing Simulation Campaign that was done in October 2022. He stated that phishing emails were sent to 1,498 employees. Of the 1,498 employees, 410 opened the email, 94 clicked on the email, and 1 had data shared. The 94 employees that clicked on the email were given training on Cyber Security.

Mr. Sonty went over the results for the Annual Security Assessment Report that was completed by Foresite Cybersecurity in September 2022. He stated that there were 5 issues that were identified. Three of them were critical but they all have been solved. He talked about CCP Enabled – Data Loss Prevention service in Microsoft Office 365 and how this protects sensitive information (e.g., ABA routing number, social security numbers). Mr. Sonty then discussed the five ways that CCP is increasing wired and wireless security *via* NAC (Network Access Control).

Mr. Sonty touched base on the Microsoft Active Directory. It authenticates and authorizes users and computers on our network by assigning and enforcing security policies.

Mr. Eapen asked if anyone had questions regarding the presentation. Mr. Soileau asked what is the policy for faculty and students. Mr. Sonty responded that all personal computer/laptops/cell phones only have internet access. Only CCP computers on the CCP network have full access.

Mr. Soileau also asked about access to the cameras at CCP. Mr. Sonty stated that the Information Technology Department is working on tools to protect and monitor USB devices hacking the cameras.

Ms. Ward asked what happens to an employee who clicks on the phishing email and how often is the testing done. Mr. Sonty responded that Information Technology does testing every six months and once IT identifies the employee who clicked on the phishing email, the employee is asked to do Cyber Security Training.

Dr. Generals stated that if at some point Human Resources should be follow-up on those employees now following Cyber Security protocols.

Dr. Gay asked if there is a third-party vendor detection and monitoring. Ms. Victoria Zellers briefly mentioned our Data Breach Protocol.

Mr. Dubow asked is if the College's insurance covered Cyber Security. Mr. Sawyer answered that the College has insurance through its carrier Chubb.

Mr. Soileau asked if there were any other questions; there were none. Mr. Soileau concluded the meeting.

(2) Next Meeting (Information Item)

The next regularly scheduled Hybrid meeting of the Business Affairs Committee is set for Wednesday February 15, 2023 at 9:00 A.M.

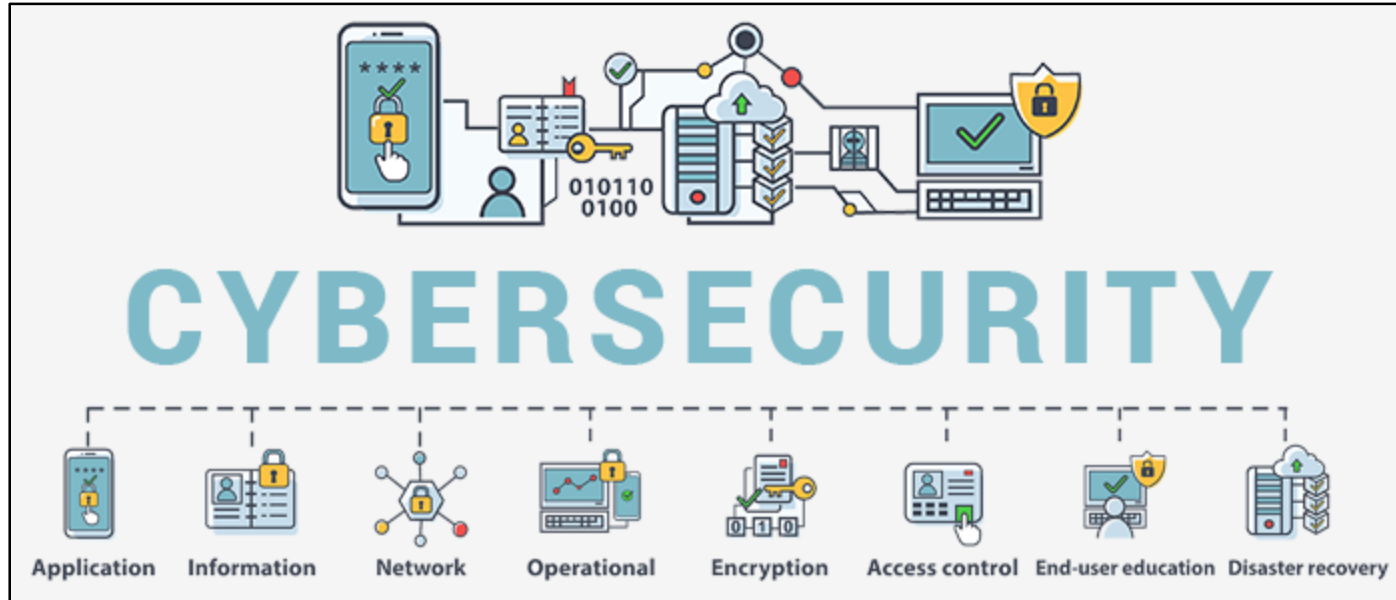
The Public Session adjourned at 9:30 a.m.

EXECUTIVE SESSION

An Executive Session followed the Public Session. Discussions centered on legal and personnel matters.

ATTACHMENT A

Cyber Security Overview



CCP Cybersecurity – Tools & Applications



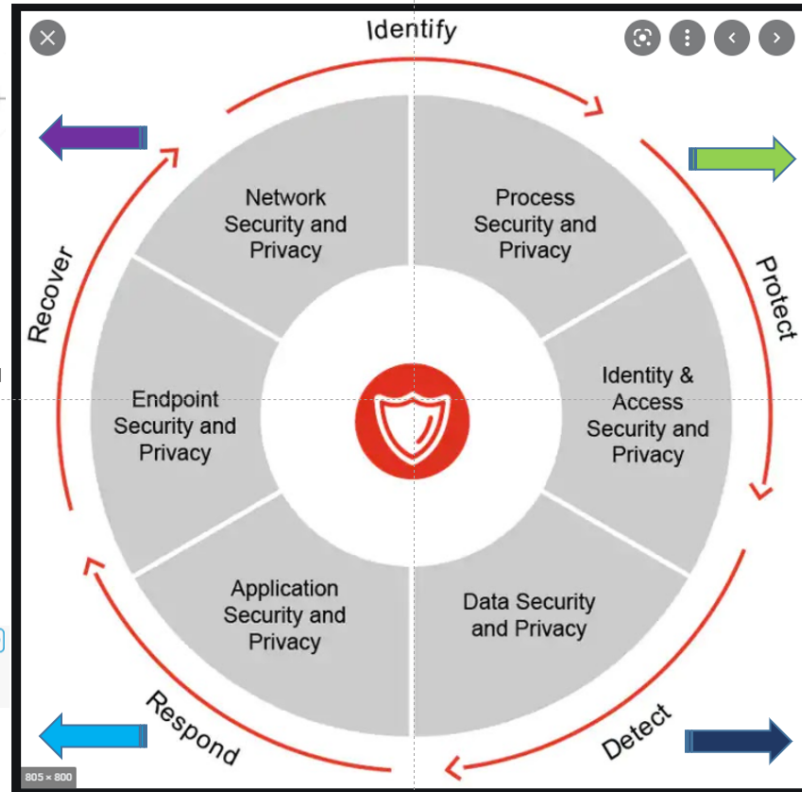
- VPN
- Firewall
- Protect Network and Data
- Intrusion Detection



- Spyware Blocking & Removal
- OS Patching
- Antivirus
- SPAM Filtering
- Anti Malware



- Authorization
- Logging
- App. Security Testing
- Authentication



- NAC (Network Access Control)
- Policy
- Awareness
- Monitoring
- Compliance
- Strategy



- MFA – Multi Factor Authentication
- Role Based Access Control
- Rule Based Access Control
- ACL – Access Control List



- SFTP
- Encryption
- DLP (Data Loss Prevention)
- Virtualization



Phishing Simulation Campaign @ CCP - October 2022 Results



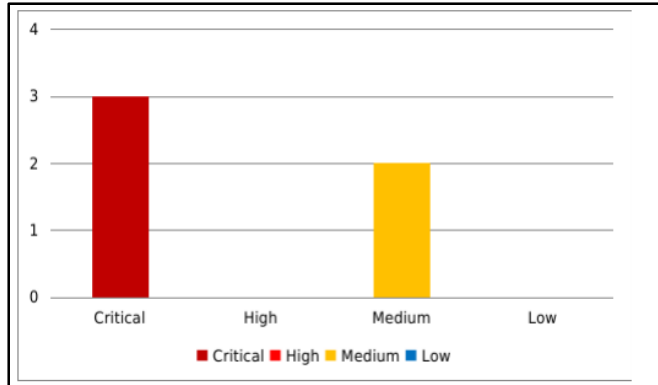
Top-Clicked Phishing Email Subjects



Education Industry is at most risk of Phishing Attacks

32.7%

“People often represent the weakest link in the security chain and are chronically responsible for the failure of security systems”



Security Assessment Report

For Community College of Philadelphia (CCP)

September 05, 2022

Issues Identified	Severity Rating	Status
Network Devices and Services with Patching Deficiencies	Critical	Resolved
Secure Protocol Configuration Deficiencies	Critical	Resolved
End of Life (EOL) or No Longer Supported Product	Critical	Resolved
Web Applications and Services with Patching Deficiencies	Medium	Resolved
Web Applications and Services with Configuration Deficiencies	Medium	Resolved

CCP Enabled - Data Loss Prevention service in O365



Sensitive info types			
ABA Routing Number	Medium confidence <input type="button" value="v"/> <input type="button" value="i"/>	Instance count	<input type="text" value="1"/> to <input type="text" value="Any"/> <input type="button" value="i"/>
U.S. Social Security Number (SSN)	Medium confidence <input type="button" value="v"/> <input type="button" value="i"/>	Instance count	<input type="text" value="1"/> to <input type="text" value="Any"/> <input type="button" value="i"/>
U.S. Individual Taxpayer Identification Number (ITIN)	Medium confidence <input type="button" value="v"/> <input type="button" value="i"/>	Instance count	<input type="text" value="1"/> to <input type="text" value="Any"/> <input type="button" value="i"/>
U.S. Driver's License Number	Medium confidence <input type="button" value="v"/> <input type="button" value="i"/>	Instance count	<input type="text" value="1"/> to <input type="text" value="Any"/> <input type="button" value="i"/>
U.S. Bank Account Number	Medium confidence <input type="button" value="v"/> <input type="button" value="i"/>	Instance count	<input type="text" value="1"/> to <input type="text" value="Any"/> <input type="button" value="i"/>
U.S. / U.K. Passport Number	Medium confidence <input type="button" value="v"/> <input type="button" value="i"/>	Instance count	<input type="text" value="1"/> to <input type="text" value="Any"/> <input type="button" value="i"/>
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5 – Ways we are increasing Wired & Wireless Security via NAC

