MINUTES
UNIVERSITY TECHNOLOGY ADVISORY COMMITTEE (UTAC)
Tuesday, October 6, 2026 | Microsoft Teams

Attendance

- Present: Tony C. Chung (Chair), Aaron Guy, Aiden Alexander Jose, Amanda Dalgleish, Andrew Reed, Britney Hernandez, Edward Price, Kaitlyn Woltz, Lauren Magnuson, Ofer Meilich, Ronald Ramirez
- Absent: Ed Mills
- Guest(s): Jeroen Barendse

The meeting was called to order at: 11:03 AM.

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1) **APPROVAL OF AGENDA**
    a. The committee reviewed and approved the agenda.

2) **APPROVAL OF MINUTES**
    a. The committee reviewed and approved the 9/22 meeting minutes.

3) **CHAIR'S REPRT**
    a. Members suggested and unanimously endorsed posting approved minutes to the UTAC website.

4) **PRESENTATION(S)**
    a. Procurement and Technology Review Process updates – Tony C. Chung (Chair, Chief Information Officer)
        i. Discussion Summary:
            1. The Chair reported on business process improvement efforts involving the software procurement and Information Technology Review (ITR) workflow within CSU Buy and the broader procure-to-pay (P2P) process.
            2. Preliminary year-over-year comparisons for corresponding early fiscal-year periods indicated approximately 11% more requisitions alongside approximately 33%–40% shorter completion times across the measures presented.
            3. The figures were described as preliminary and were not presented as covering all upstream and downstream procurement activities.
            4. Members raised concerns about the visibility of requisition status, delays outside the ITR queue, requisition classification,

the treatment of no-cost and open-source software, and opportunities for CSU-wide coordination.
5. The Chair noted continuing collaboration with Procurement and an intent to provide a more detailed presentation at a future meeting.
6. The potential impact of procurement requirements on Library subscriptions was raised for follow-up.

b. Cybersecurity Month Updates (Jeroen Barendse, Information Security Officer)
   i. Discussion Summary:
      1. The Information Security Officer outlined October awareness topics: multifactor authentication (MFA), planned retirement of Duo, responsible AI use and security, and a forthcoming monthly cybersecurity newsletter.
      2. The presentation described phishing, vulnerabilities, and third-party exposure as cybersecurity risks facing higher education.
      3. The proposed migration from Duo to Microsoft Authenticator was presented as a means to improve integration with Microsoft security controls, incident response, support, and cost efficiency; future passwordless authentication was described as a potential additional capability.
      4. The Information Security Officer invited interested Committee members to participate in the Microsoft Authenticator pilot, noting that certain systems would continue to require Duo during the transition.
      5. The preliminary transition schedule was shared for feedback; dates remained under review and technical dependencies remained.
      6. Alternative timing around the beginning of an academic term was discussed. No final rollout dates were selected.
      7. Members discussed potential instructional disruptions, the need for accessible support and targeted communications to students and faculty, the role of department chairs and student-facing channels, and the distinction between voluntary enrollment, prompted enrollment, and final Duo retirement.

   ii. Action: The Information Security Officer will develop transition communications and bring timing options back to UTAC.

5) ADJOURNMENT

a. The Chair thanked participants for their contributions and noted that the committee meets on a biweekly cadence.

The meeting was adjourned at: 12:07PM
Minutes prepared by Copilot from meeting transcript, and edited and reviewed by humans