



OFFICE OF THE VICE PRESIDENT AND  
CHIEF INFORMATION OFFICER  
Information Technology Services

OFFICE OF THE PRESIDENT  
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November 3, 2020

CHANCELLORS  
ACADEMIC COUNCIL CHAIR GAUVAIN  
LABORATORY DIRECTOR WITHERELL  
ANR VICE PRESIDENT HUMISTON

**Re: Systemwide Review of Proposed Presidential Policy, Business and Finance Bulletin, IS-12 IT Recovery**

Dear Colleagues:

Enclosed for systemwide review is a proposed replacement for the Presidential Policy, Business and Finance Bulletin, IS-12.

IS-12 was last updated in 2007 and was called Continuity Planning and Disaster Recovery (now called IT Recovery.) However, it lacked crucial details to keep it relevant for the current times. Some examples include up-to-date technology references, a uniform method to meet UC's current recovery needs, and a method for local governance.

UC's ability to recover data and supporting systems is critical in order to recover from or operate through power loss, floods, fires, earthquakes, pandemics, and cyber threats like ransomware. The revised policy provides guidance to help UC locations plan for IT recovery, and utilizes the IT recovery knowledge and experience that UC Health has been putting into practice.

A systemwide workgroup under the sponsorship of Risk Services, the UC Academic Computing Committee (UCACC is a subcommittee of the systemwide Academic Senate), and the Systemwide Chief Information Security Officer was formed to revise the policy. The workgroup consisted of fourteen representatives from various functions (IT operations, IT recovery, security, business continuity leads/planners, IT policy and analysts) and representing the following locations:

- ANR
- UC Berkeley
- UC Davis
- UC Davis Health
- UCLA
- UCLA Health
- UCOP
- UC Merced
- UCSF
- UC Santa Cruz

The workgroup collected requirements in late 2019 and early 2020, and drafted revised policy. Two drafts were widely circulated, one in April 2020 and another in July 2020, to the UCACC, UC Legal, campus representatives, and other systemwide departments. The workgroup made adjustments based on the feedback from both rounds of review.

Given UC's fiscal limitations both pre and post COVID, the revised policy allows locations to manage IT recovery in accordance with their budgetary priorities and provides for the following:

- Location ability to determine what units are in scope
- Location-governed exception process
- Iterative model for adoption and compliance
- Delayed effective date

### **Systemwide Review**

Systemwide review is a public review distributed to the Chancellors, the Chair of the Academic Council, the Director of the Lawrence Berkeley National Laboratory, and the Vice President of Agriculture and Natural Resources requesting that they inform the general University community, especially affected employees, about policy proposals. Systemwide review also includes a mandatory, 90-day full Senate review.

Employees should be afforded the opportunity to review and comment on the draft policy. Attached is a Model Communication which may be used to inform non-exclusively represented employees about these proposals. The Labor Relations Office at the Office of the President is responsible for informing the bargaining units representing union membership about policy proposals.

We would appreciate receiving your comments no later than **March 5, 2021**. Please submit your comments to Robert Smith, [robert.smith@ucop.edu](mailto:robert.smith@ucop.edu). If you have any questions, please contact Robert Smith at 510-587-6244 or [robert.smith@ucop.edu](mailto:robert.smith@ucop.edu).

Sincerely,



Mark Cianca

Interim Vice President and Chief Information Officer  
Associate Vice President, Operational Services

### **Enclosures:**

1. Presidential Policy IS-12 IT Recovery
2. Supporting PowerPoint in PDF format outlining some key features of IS-12
3. Model Communication

cc: President Drake  
Provost and Executive Vice President Brown  
Executive Vice Chancellors/Provosts  
Executive Vice President and Chief Operating Officer Nava  
Senior Vice President Bustamante  
Vice President and Vice Provost Gullatt  
Interim Vice President Lloyd  
Vice President Maldonado  
Vice Provost Carlson  
Deputy General Counsel Woodall  
Vice Provosts/Vice Chancellors of Academic Affairs/Personnel  
Assistant Vice Provosts/Assistant Vice Chancellors/Directors – Academic Personnel  
Executive Director Baxter  
Executive Director Chester  
Executive Director and Chief of Staff Henderson  
Chief of Staff and Chief Policy Advisor Kao  
Chief of Staff Levintov  
Chief of Staff Peterson  
Director Grant  
Director Lee  
Director Smith  
Manager Crosson  
Manager Smith  
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