# DoD: Cybersecurity Scholarship Program (CySP)

# Meeting's Agenda on November 12, 2019

## *Minutes Approval*

- Approval of the minutes of the last meeting held Oct. 10, 2019, see attachment #1.

## *Announcements:*

- Please remember that you can still use the money in your Co-Op account to purchase cybersecurity related books as long as the PI, Dr. Farag, approves it.

- After several checks and many communications with various offices at IUP, the project PI can report that all of you should have received your laptops by now. Reasons for the delay that some of you experienced include confusion regarding laptop specs (fixed by reordering the correct laptop), internal communication delay between a few IUP offices, and the unfortunate fact that a vendor lost an order after IUP submitted it.
- On behalf of all of you, Dr. Farag has shared his concerns regarding this delay with upper IUP management, and he was promised that they will be looking at ways to address these issues.

- Thanks a lot for all who helped with the Cybersecurity Day on Oct 29.

## *Discussions:*

- Cybersecurity Club updates: meetings topics, website, etc.

- Cybersecurity portfolio status, Dr. Farag has shared with all of you (sent by email) the sample Cybersecurity Portfolio of James, see attachment #2. All, please follow the same style and submit your portfolio to me by the end of November.

- Other issues???

## *Students' Reports:*

- **Cesar, Rodney**
  - Any outstanding issues that might affect your academic performance and report on the progress on your assigned research project.
- **Griffith, Joshua**
  - Any outstanding issues that might affect your academic performance and report on the progress on your assigned research project.

- **Ieraci, Kaishia**

- Any outstanding issues that might affect your academic performance and report on the progress on your assigned research project.
- **Kotula, Brooklyn**
  - Any outstanding issues that might affect your academic performance and report on the progress on your assigned research project.
- **Lutz, James**
  - Any outstanding issues that might affect your academic performance and report on the progress on your assigned research project.
- **Troy, Timothy**
  - Any outstanding issues that might affect your academic performance and report on the progress on your assigned research project.

## *Renewal:*

The CFP should be coming soon. I will update you once it is released. See the agenda of the meeting dated 8/27/2019 for additional details.

## *Questions??*

# Minutes for Cybersecurity Scholarship Program (CySP) Meeting

## October 10, 2019 at 2:00 P.M. in Stright 331

**Attended by:** Dr. Waleed Farag, Dr. Soundararajan Ezekiel, Dr. Imran Ghani, Joshua Griffith, James Lutz, Kaishia Ieraci, Rodney Cesar, and Timothy Troy

**Excused**: Brooklyn Kotula

1. Approval of last meeting's minutes
2. Tuition and fee waivers have been processed
3. Book store accounts have been established and used
   a. If you still need to purchase books, do so as soon as possible
4. $12,500 per semester scholarship stipends have been processed and received
5. Everyone has submitted their laptop specifications, and all requests have been forwarded to the purchasing office
6. CySP recipients are strongly encouraged to participate in the Cyber Security Club and any other extracurricular cybersecurity activities that their schedules permit
7. Congratulations to James, Brooklyn, Josh, Kaishia and the rest of the team who participated in the CAE NE Hackathon on September 20th-21st and helped bring IUP to first place
   a. Details can be found at https://www.iup.edu/news-item.aspx?id=278717
   b. Each participant should have received an email containing a form regarding hometown news releases. Please fill out this form and send it to Dr. Farag as soon as possible.
8. CySP recipients are strongly encouraged to participate in the following cybersecurity events at IUP:
   a. Cybersecurity Day on October 29th in the HUB OHIO room
      i. Details can be found at https://www.iup.edu/cybersecurity/activities/cyber-security-ia-day/
      ii. Volunteers for the event will be needed. If you'd like to volunteer, contact Victor Sansing at bzfw@iup.edu
   b. Cybersecurity Seminar on November 7th in the KCAC

      i. Details can be found at https://www.iup.edu/extended/events/cyber-security-seminar/

      ii. Free for students + Free lunch

9. Important Announcements from the CySP program office:

    a. Recipients should have received an email warning them about the use of CBD products. CBD use is prohibited as a recipient of the DoD CySP

    b. Recipients may work during the academic year, but they MUST inform AND RECEIVE permission from Dr. Farag first. Work cannot interfere with your fulfillment of the CySP requirements

    c. Recipients should have received an email on September 18th with two attachments regarding travel for conferences. Travel is handled by the DoD CySP program office, but you must notify Dr. Farag as well

## Student Reports:

1. Students must report on their grades, research progress, issues that might affect academic performance, and cybersecurity portfolio (clubs, conferences attended, etc.) every meeting. Short term goal of research is to present it at a poster session in early April 2020 at the IUP Scholar Forum. Long term goal is to turn research into a formal ACM/IEEE publication

    a. James Lutz – No academic issues

      i. Research: Serialization of Python objects (pickling) and analysis of the security risks associated with injection of Python pickles into other scripts

    b. Rodney Cesar – No academic issues

      i. Research: Machine-to-machine authentication and anomaly detection in the IoT. Working on literature review

    c. Brooklyn Kotula – Absent

      i. Research: Dark Web. Working on Literature review

    d. Joshua Griffith – No academic issues

      i. Research: Training a neural network to identify and exclude phishing emails

    e. Kaishia Ieraci – No academic issues

           i.  Training a neural network to extract context from emojis in tweets

    f.  Timothy Troy – No academic issues

           i.  Research:  Secure software development using Agile approach.  Working on literature review

## Scholarship Renewal:

1.  Renewal is based on merit

    g.  You must maintain the minimum 3.2 GPA and fulfill all program requirements

    h.  Renewal forms should be released later in the year (November/December)

Respectfully Submitted By: Rodney Cesar and Waleed Farag

Some Student (Template)

# Portfolio

# About Me

Two to three paragraphs about yourself.

# Fall 2019

## Course Work

- COSC 310 – Data Structures and Algorithms        (3cr)
- COSC 316 – Host Computer Security.        (3cr)
- PHYS 131 – Physics I with Calculus (+ Lab)        (4cr)
- CRIM 102 – Survey of Criminology        (3cr)
- ANTH 110 – Contemporary Anthropology        (3cr)

## Extracurricular Activities

- List past activities and ongoing activities during this current semester.

## Spring 2020

### Course Work

- COSC 341 – Intro to Database Management     (3cr)
- MATH 309 – Discrete Mathematics     (3cr)
- CRIM 354 – White Collar Crime     (3cr)
- GEOG 104 – World Geography     (3cr)
- GEOS 101 – The Dynamic Earth     (3cr)

### Extracurricular Activities

- List activities in the Spring 2020 semester.

**Minutes for Cybersecurity Scholarship Program (CySP) Meeting**

**November 12, 2019 at 3:15 P.M. in Stright 331**

**Attended by:** Dr. Waleed Farag, Dr. Soundararajan Ezekiel, Dr. Imran Ghani, Joshua Griffith, James Lutz, Kaishia Ieraci, Rodney Cesar, Timothy Troy and Brooklyn Kotula

1. Approval of last meeting's minutes – JL moved, seconded JG, and motion was unanimously approved.
2. There is still some time to use the money in your Co-Op bookstore account. Consult with Dr. Farag if you have any questions or experience any issues.
3. Everyone has received their respective laptops. Dr. Farag has expressed to IUP upper management the general concerns regarding the delays in processing the laptop orders.
4. Everyone should have received an email from Dr. Farag containing the format to be used for the creation of your cybersecurity portfolio. Please fill in the document with the appropriate information and email it back to Dr. Farag by the end of November.

**Student Reports:**

- Joshua Griffith – No academic issues expressed
    - Research: Developing an AI to scan emails for phishing
    - Currently gathering resources
- James Lutz – No academic issues expressed
    - Research: Serialization of Python objects (pickling) and analysis of the associated security risks
    - Has built an instrument version of python for fuzzing
    - Currently gathering test data
- Rodney Cesar – No academic issues expressed
    - Research: Testing and comparison of schemes for machine to machine authentication in IoT using a simulator
    - Currently looking for a suitable simulator and deciding which authentication schemes to test
- Kaishia Ieraci – No academic issues expressed
    - Research: Using AI to determine the context of a tweet from the emojis used in it

- - o Currently researching the Twitter API
- Brooklyn Kotula – No academic issues expressed
  - o Research:  Analyzing the effect of the dark web on cybercrime
  - o Currently reviewing the associated literature
- Timothy Troy – No academic issues expressed
  - o Research:  Security in software development
  - o Currently reviewing the associated literature

Respectfully Submitted By:  Rodney Cesar and Waleed Farag

# DoD: Cybersecurity Scholarship Program (CySP)

# Meeting's Agenda on October 10, 2019

## *Minutes Approval*

- Approval of the minutes of the last meeting held August 27, 2019, see attachment #1.

## *Announcements:*

- Scholarship tuition waiver forms for all six students have been processed by the Bursar's Office. **Any problems???**

- All six students have started using their Coop Accounts to buy their academic books this semester. If you still need to purchase any other books, you need to do that ASAP.

- Scholarship stipends on Next Gen System ($12,500 to each student for each semester) were submitted a while ago, and all of you should had received it by now. **Any problems?**?

- All six students have communicated to the PI, Dr. Farag, the specs and quotes for their desired laptops. These requests were approved by the PI, and immediately forwarded to the IUP purchase office that placed these orders. All of you should had received your laptop already, **right?**

- All CySP recipients are strongly encouraged to get more involved in the Cybersecurity Club activities.

- James, Brooklyn, Josh and Kaishia participated in the CAE NE Hackathon held Sept 20-21. IUP placed first this year. Congratulation to the IUP Cybersecurity Club team. See news release at https://www.iup.edu/news-item.aspx?id=278717

- Regarding the Hackathon, Dr. Farag was asked by the IUP Executive Director of Communication to reach out to members of the winning team to get information that will allow her to make various news releases in each participant's hometown. Please see attachment 2 and send completed form to Dr. Farag ASAP.

- There are two upcoming major cybersecurity events at IUP and all CySP recipients are strongly encouraged to participate in both events:

    o The 12th annual Cybersecurity Day on Oct 29th at the OHIO room in the HUB. Website is https://www.iup.edu/cybersecurity/activities/cyber-security-ia-day/. We need to recruit volunteers to help with this event. Who is willing??

    o The 4th annual Cybersecurity Seminar on Nov. 7th at the KCAC. Website https://www.iup.edu/extended/events/cyber-security-seminar/

## *Important Announcements from the CySP PO:*

- Warning to Federal Employees and Those With Security Clearance: CBD Use Puts Jobs in Jeopardy, See attachment #3.

- CySP may work during the school year provided that s/he informed AND received the approval of the PI. In addition, such work MUST not interfere with the DoD CySP program and its requirements.

- All student travel will be handled outside of IUP grant (by the DoD CySP PO). See attachment #4 and #5 for complete details. These were sent to all of you by email from the PO on 9/18/19.

## *Students' Reports:*

- **Cesar, Rodney**
  - Grades, research progress, outstanding issues that might affect your academic performance, and cybersecurity portfolio (clubs, colloquia, conferences, etc.)
- **Griffith, Joshua**
  - Grades, research progress, outstanding issues that might affect your academic performance, and cybersecurity portfolio (clubs, colloquia, conferences, etc.)
- **Ieraci, Kaishia**
  - Grades, research progress, outstanding issues that might affect your academic performance, and cybersecurity portfolio (clubs, colloquia, conferences, etc.)
- **Kotula, Brooklyn**
  - Grades, research progress, outstanding issues that might affect your academic performance, and cybersecurity portfolio (clubs, colloquia, conferences, etc.)
- **Lutz, James**
  - Grades, research progress, outstanding issues that might affect your academic performance, and cybersecurity portfolio (clubs, colloquia, conferences, etc.)
- **Troy, Timothy**
  - Grades, research progress, outstanding issues that might affect your academic performance, and cybersecurity portfolio (clubs, colloquia, conferences, etc.)

## *Renewal:*

It will be mainly based on your performance in this program and fulfillment of the obligations discussed before, see agenda of meeting dated 8/27/2019.

## *Questions??*

**Minutes for Cybersecurity Scholarship Program (CySP) Meeting**

**August 27th, 2019 at 3:15 PM in Stright 331**

**Attended by:** Dr. Waleed Farag, Dr. Soundararajan Ezekiel, Dr. Imran Ghani, Joshua Griffith, James Lutz, Kaishia Ieraci, Rodney Cesar, Brooklyn Kotula, and Timothy Troy.

1. Received the executed grant on August 19th even though initial notification was in May.
2. Dr. Farag has already submitted tuition waivers and fee waivers for fall semester
   a. If changing credits, talk first to Dr. Farag
3. Book Store Account should be created
   a. May allow other supplies through the Co-op Store. See Dr. Farag for details
4. Other scholarships will be canceled if from IUP and they are over the cost of student education
5. Laptop model and specs needs to submitted soon, try to stay under $1500
6. Participate in a research project over the semester
   a. The PIs will discuss the details of these research assignments soon.
7. Dr. Farag has awarded all recipients the fall stipend ($12,500) to ensure all students promptly receive all of the scholarship benefits.

**Student Responsibilities**

1. Keep GPA over 3.2 or there will be issues (e.g. Losing scholarship)
2. Participate in a DOD internship (if requested)
3. IUP Requirements
   a. Attend all monthly meetings
   b. CC Dr. Farag on emails to AskIASP@nsa.gov, Alice Smitley, Josh Odum. Please talk with Dr. Farag first if you have any issue.
   c. Participated in extracurricular activities (e.g. Cyber Security Club, Cyber Security Team (Hackathon on 9/21))
4. CAE NE CCRCHackathon
   a. September 20th, 21st in Stright 107A
   b. September 20th late afternoon practice and setup
   c. September 21st 8:30 to 4:30, Hackathon event

5. Cyber Security Day – October 29th
6. Cyber Security Conference – November 7th
7. Compile a portfolio of what you did over the academic year
8. Again, keep GPA over 3.2
9. Doodle pole will be made for next meeting time. Look out for that
10. Do what you can extracurricular-wise. School comes first

Respectfully Submitted By: Joshua Griffith and Waleed Farag

**Hometown News Release Form -- Office of Media Relations**
**Please return this form to Michelle Fryling at mfryling@iup.edu. Your typed name at the signature line
is acceptable to show your willingness to have IUP do a news release.**

PREFERRED NAME _____

MAJOR AT IUP _____ Banner ID @_____

PREFERRED PRONOUN (please circle): HE   SHE   THEY   OTHER _please specify:_____

HOMETOWN ADDRESS (please include zip code) _____

_____

HOMETOWN COUNTY _____

PARENTS' NAMES AS THEY SHOULD BE LISTED IN THE NEWS RELEASE (please note if parents have a
different hometown address than above)

_____

_____

HIGH SCHOOL NAME AND GRADUATION YEAR _____

_____

REASON FOR NEWS RELEASE _____

OTHER AWARDS, HONORS YOU HAVE RECEIVED AT IUP _____

_____

_____

ACTIVITIES/COMMUNITY SERVICE IN WHICH YOU HAVE PARTICIPATED AT IUP – PLEASE SPELL OUT
THE FULL NAME OF ALL ORGANIZATIONS AND CLUBS (Please do not use initials or abbreviations)

_____

_____

_____

Member of Cook Honors College? (circle one)   YES   NO

Member of University College? (circle one) YES   NO

I give permission for this information to be released to my hometown newspaper and/or used by the office of
Media Relations for promotional purposes.

_____          _____

(signature)                                (date)

**Subject:** DoD CySP Scholar Announcement: Warning to Federal Employees and Those With Security Clearance: CBD Use Puts Jobs in Jeopardy
**From:** "Smitley, Alice E." <aeshaff@nsa.gov>
**Date:** 10/2/2019, 12:56 PM
**To:** DL AskIASP <AskIASP@nsa.gov>

DoD CySP PIs:

To keep you all in the loop with what I send to students, I wanted to share the below message with you.  If you have NSF, Scholarship for Service - Cyber Corps(R) students feel free to share with them as well.

*************************************************************************

Sending this out as a reminder - some of you may have already gotten this!  I also want to mention that if you live in a state where marijuana is legal...it is still illegal for Federal / DoD Employees.  When you fill out your security paperwork, if you identify you have used an illegal substances within one calendar year you will be automatically closed out.

Remember, you are still a federal government employee, even while back at school. You each are in a position requiring a security clearance.

As the use and availability of CBD products expands it is imperative that you understand the risk CBD products pose to your clearance and job. The below is a link to a news article of how the use of CBD cost one former federal employee his clearance and job.

https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F
%2Fwww.nbcwashington.com%2Finvestigations%2FWarning-to-Federal-Employees-and-Those-
With-Security-Clearance-CBD-Use-Puts-Jobs-in-Jeopardy-560933561.html&amp;
data=02%7C01%7Cfarag%40iup.edu%7C44adff7cd6374174f2c008d747598f74%7C96704ed7a3e14bb8ba918
amp;sdata=ryqv1sl4OEVMVcj1yj3eucOB7kpYUfgOBQOZ7JoY50Q%3D&amp;reserved=0

w/r
Alice

Alice E. Smitley
DoD Cyber Scholarship Program
National Centers of Academic Excellence in Cybersecurity
Attn: A233, Suite# 6804
9800 Savage Road
Fort Meade, Maryland 20755-6804

Phone: 410-854-6206
Email: AskIASP@nsa.gov

National Centers of Academic Excellence in Cybersecurity
https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F
%2Fwww.iad.gov%2FNIETP%2F&amp;
data=02%7C01%7Cfarag%40iup.edu%7C44adff7cd6374174f2c008d747598f74%7C96704ed7a3e14bb8ba918
amp;sdata=Ri%2BKUgTalXD%2Bkm5HitwjVCLn5xWljZpNuev8rZ61MQk%3D&amp;reserved=0

## DoD CySP Scholars,

Below is an overview of the travel process as well as guidelines for requesting conference travel from the DoD CySP. Scholars will receive an email approving the travel. The email will provide detailed on instructions on how to process further.

## **General Rules:**
- All events must be held within the United States to include Hawaii and Alaska. Events outside of the United States to include Canada and Mexico will not be considered.
- Per Diem or daily allowance:
  - Scholars will follow the U.S. General Services Administration Domestic Per Diem Rates: **Please use the 2020 Rates which go into effect 1 October 2019** (Start of the new government fiscal year)
    https://www.gsa.gov/travel/plan-book/per-diem-rates
  - First and last day of travel: Meals and Incidentals Expenses (MIE) are calculated at 75% of the full rate.
    - Deductible Meal: (Per Joint Federal Travel Regulations) – Any meal provided by the conference will be claimed and deducted from the traveler's per diem.
      - The GOV'T should not pay for the same meal twice (e.g., originally by registration fee, etc., and then again through per diem). A meal that is provided to the traveler for which the GOV'T pays nothing does not affect per diem payment.
        - A deductible meal is a meal that is included in a registration fee ultimately paid by the GOV'T
        - The following is not a deductible meal:
          - In-flight meals
          - Meal provided by a lodging establishment on a complimentary basis without adding a charge for the meal in the lodging cost (ex. Lodging cost $75 with or without breakfast).
- **HOTELS:** In most cases, events/conferences/workshops provide a reduced hotel rate for attendees. You may book the hotel but you must review the cancellation policy. Cancellation fees are not reimbursable if the student books the hotel on their own. Many hotels have a 48-hour cancellation policy – 48 hours before the arrival date. Just make sure you are familiar with their policy.
  - **BOOKING HOTELS:** Please make sure you book through the actual hotel and not a website like Orbitz, Travelocity, Kayak, Hotels.com, or any 2nd party travel website. In order to be reimbursed for your lodging, your receipt must state a "zero" balance from the hotel. 2nd Party travel websites do not provide a hotel receipt and the travel reimbursement office will not accept this.
- **TRANSPORTATION:**
  - Scholars will **not** book reservations directly with the airline/rental car or through a travel website. Direction will be provided on how to book flights/rental car.
  - Scholars will be required to use the approved travel agent for NSA. Additional information will be provided in the travel approval email.

- Scholars will be required to submit a trip report and reimbursement request 5 business days after the completion of the event. Reimbursement could be delayed if the trip report is not received.
- Scholars must provide a receipt for all items single items over $75.00.
    - Required Receipts:
        - Lodging
        - Conference Fee
        - Rental Car (if authorized)
        - Baggage Fees (only exception to the $75 rule)
        - Internet (should be listed on your hotel receipt)
    - Items Not Requiring a Receipt:
        - Meals
        - Taxi (Unless one trip is $75 or more)
        - POV Mileage
- Scholars may only request 1 event per year. So choose wisely. If for some reason, we can not fund your request you may request another event.
- Scholars can provide frequent flier numbers or hotel loyalty program numbers when making reservations. You are allowed to keep the points you earn.
- Rental cars will not always be authorized.
- Good website for Federal Travel is: http://www.fedtravel.com/home.html
- **Last day to Request Travel for the current fiscal year: 01 July 2020**

## Process:

1. DoD CySP Scholar will be required to request all travel 6 weeks before the actual event in writing to AskIASP@nsa.gov with a "CC" to your PI. The email must include the following:
    - Name of event
    - Dates of event
    - Location of event
        - o Will you be staying at the event hotel?
    - Event fee amount (Do they offer a student rate?)
    - Your involvement at the event: attendee or speaker/presenter
    - A brief statement of why you believe you should attend this event and how it associates to your current classes/degree/or future career
    - Your home address (Where would you like the reimbursement check sent)
    - Airport you will be flying out of
    - How you plan to get to the airport:
        - o taxi/shuttle
        - o drive yourself and park
        - o have someone drop you off
2. The DoD CySP Program Office will respond within 5 business days with one of the following:
    - **An approval email with the following**
        - A list of approved items, per diem rate amounts, and any additional information required.
        - Phone number and information on how to book airline/hotel/rental car

- **An email stating the reason why the DoD CySP can not fund your request.**
- **An email requesting additional information**
3. Scholar will make reservations based on information provided. You may be required to provide a personal credit card to the travel agent. (In most cases the Scholar will only provide a credit card for hotel and rental car - airline tickets will be booked using a corporate card)
4. Scholar will provide the dollar amounts for the approved items booked by the Government Travel Office to the DoD CySP Program Office.
5. DoD CySP Program Office will provide an Invitation Request for Travel Authorization (RTA) Form
6. Scholar shall provide a completed Direct Deposit form to the DoD CySP Program Office. (You only need to submit this once!)

**Social Security Numbers are important to the reimbursement process. Because they are a very sensitive piece of information, you may hand write your SSN and fax the RTA to us or scan/email without the SSN and then call the DoD CySP Program and we will hand write it for you. You should never email your SSN number to us.

7. DoD CySP Program Office will process the RTA and provide final documentation to the Scholar (This process could take 2 or more weeks and students may not receive a final airline confirmation until the week of travel)
8. Scholar will register for the conference using personal credit card. The DoD CySP Program Office will not register you for the conference.
9. Scholar attends the event
10. After completion of the event, the Scholar will provide a copy of all required receipts and your trip report within 5 business days of your return date to AskIASP@nsa.gov.
11. DoD CySP Program Office will review and either request clarification to the Scholar or send the completed form back to the scholar for signature.
12. Once final signature copy is received, DoD CySP Program will submit paperwork for reimbursement.
13. Scholar should receive a direct deposit within 2 to 3 weeks.

## Other Information:

2020 M&IE Breakdown:

| The M&IE rates differ by travel location. View the per diem rate for your primary desist nation to determine which M&IE rates apply | | | | | | |
|---|---|---|---|---|---|---|
| **M&IE Total** | **$55** | **$56** | **$61** | **$66** | **$71** | **$76** |
| Breakfast | $13 | $13 | $14 | $16 | $17 | $18 |
| Lunch | $14 | $15 | $16 | $17 | $18 | $19 |
| Dinner | $23 | $23 | $26 | $28 | $31 | $34 |
| Incidentals | $5 | $5 | $5 | $5 | $5 | $5 |
| First & Last Day of Travel | $41.25 | $42.00 | $45.75 | $49.50 | $53.25 | $57.00 |
| | | | | | | |

## Definitions:

RTA                Request for Travel Authorization / Expense Report

Per Diem          Daily employee expenses or reimbursements – include hotel, meals and M&IE
M&IE              Meal & incidental Expenses

att #5

# *FASTSTART*
## DIRECT DEPOSIT
### INSTRUCTIONS FOR PROCESSING FEDERAL EMPLOYEE PAYMENTS

**Instructions**

*Use: For processing Federal employee Net salary, Allotments, and other Agency-approved payments associated with Federal employment (i.e. Travel Reimbursement, uniform allowance, etc.). To establish or change **DIRECT DEPOSIT**, complete sections 1, 2a, 2b, 3 & 5. To start, cancel or change an **ALLOTMENT**, complete ONLY sections 1, 2b, 4 & 5 - click blue "Instructions" button for more information.*

## 1. EMPLOYEE INFORMATION

**EMPLOYEE SOCIAL SECURITY NUMBER (SSN)**

**EMPLOYEE NAME (as on Payroll records)**

(LAST, FIRST INITIAL)

**AGENCY TELEPHONE NUMBER (WORK)**

**EMPLOYEE ADDRESS**

STREET

CITY

STATE

ZIP CODE

(HOME)

## 2a. TYPE OF ACCOUNT

☐ CHECKING

☐ SAVINGS

## 2b. TYPE OF PAYMENT
(For Direct Deposit or Allotment)

☐ **NET PAY** (NSA Employees ONLY)

☒ **TRAVEL** (For Applicants, Contractors, Military Assignee or Other ONLY)

## 3. DIRECT DEPOSIT ACCOUNT INFORMATION - NET PAY/TRAVEL (Use Sec. 4 for Allotments)

*Complete sections below using your bank information. The RTN is a nine-digit number (ninth digit goes in "check digit" box). If completing in hardcopy, please DO NOT attach anything to this form.*

**ROUTING TRANSIT NUMBER (RTN)**

Check Digit

**ACCOUNT NUMBER**

**ACCOUNT TITLE** (Account Holder's Name)

**FINANCIAL INSTITUTION NAME**

## 4. ALLOTMENT INFORMATION

*Complete this section only if you want to **start, cancel or change the amount** of an Allotment - see instructions (blue button above).*

**Allotment Details:**
- Must be in whole dollar amounts (no cents)
- Complete a separate form for each Allotment (up to 8 allowed)
- If you are not also establishing or changing your **Direct Deposit account, leave Sec. 3 blank.**

**TYPE OF ACCOUNT** (Check One)

☐ SAVINGS

☐ CHECKING

**ACTION** (Check One)

☐ START

☐ CANCEL

☐ CHANGE

**AMOUNT** (Check One)

☐ INCREASE TO:

☐ DECREASE TO:

New Total $_____

**ALLOTTEE NAME** (person/company who will receive allotment)

**ALLOTTEE'S ROUTING NUMBER (RTN)**

Check Digit

*The RTN is a nine-digit number (ninth digit goes in "check digit" box). If completing in hardcopy, please DO NOT attach anything to this form.*

**ALLOTTEE'S ACCOUNT NUMBER**

**ALLOTTEE'S ACCOUNT TITLE** (Account Holder's Name)

**FINANCIAL INSTITUTION NAME**

## 5. AUTHORIZATION

_____
**EMPLOYEE'S SIGNATURE** ** You MUST select ONE option in 2b before you can digitally sign.

DATE

## 6. AGENCY USE:

FORM FMS2231(NSA) JUN 2016 Version
EDITION OF 5-10 IS OBSOLETE FOR NSA USE

THIS FORM IS BASED UPON FMS2231 AS ORIGINALLY PUBLISHED BY DEPARTMENT OF THE TREASURY FINANCIAL MANAGEMENT SERVICE

**Minutes for Cybersecurity Scholarship Program (CySP) Meeting**

**October 10, 2019 at 2:00 P.M. in Stright 331**

**Attended by:** Dr. Waleed Farag, Dr. Soundararajan Ezekiel, Dr. Imran Ghani, Joshua Griffith, James Lutz, Kaishia Ieraci, Rodney Cesar, and Timothy Troy

**Excused**: Brooklyn Kotula

1. Approval of last meeting's minutes
2. Tuition and fee waivers have been processed
3. Book store accounts have been established and used
    a. If you still need to purchase books, do so as soon as possible
4. $12,500 per semester scholarship stipends have been processed and received
5. Everyone has submitted their laptop specifications, and all requests have been forwarded to the purchasing office
6. CySP recipients are strongly encouraged to participate in the Cyber Security Club and any other extracurricular cybersecurity activities that their schedules permit
7. Congratulations to James, Brooklyn, Josh, Kaishia and the rest of the team who participated in the CAE NE Hackathon on September 20th-21st and helped bring IUP to first place
    a. Details can be found at https://www.iup.edu/news-item.aspx?id=278717
    b. Each participant should have received an email containing a form regarding hometown news releases.  Please fill out this form and send it to Dr. Farag as soon as possible.
8. CySP recipients are strongly encouraged to participate in the following cybersecurity events at IUP:
    a. Cybersecurity Day on October 29th in the HUB OHIO room
        i. Details can be found at
        https://www.iup.edu/cybersecurity/activities/cyber-security-ia-day/
        ii. Volunteers for the event will be needed.  If you'd like to volunteer, contact Victor Sansing at bzfw@iup.edu
    b. Cybersecurity Seminar on November 7th in the KCAC

        i.   Details can be found at https://www.iup.edu/extended/events/cyber-security-seminar/

       ii.   Free for students + Free lunch

9. Important announcements from the CySP program office:

   a. Recipients should have received an email warning them about the use of CBD products.  CBD use is prohibited as a recipient of the DoD CySP

   b. Recipients may work during the academic year, but they MUST inform AND RECEIVE permission from Dr. Farag first.  Work cannot interfere with your fulfillment of the CySP requirements

   c. Recipients should have received an email on September 18th with two attachments regarding travel for conferences.  Travel is handled by the DoD CySP program office, but you must notify Dr. Farag as well

**Student Reports:**

1. Students must report on their grades, research progress, issues that might affect academic performance, and cybersecurity portfolio (clubs, conferences attended, etc.) every meeting. Short term goal of research is to present it at a poster session in early April 2020 at the IUP Scholar Forum.  Long term goal is to turn research into a formal ACM/IEEE publication

   a. James Lutz – No academic issues

       i.   Research: Serialization of Python objects (pickling) and analysis of the security risks associated with injection of Python pickles into other scripts

   b. Rodney Cesar – No academic issues

       i.   Research: Machine-to-machine authentication and anomaly detection in the IoT.  Working on literature review

   c. Brooklyn Kotula – Absent

       i.   Research: Dark Web.  Working on Literature review

   d. Joshua Griffith – No academic issues

       i.   Research: Training a neural network to identify and exclude phishing emails

   e. Kaishia Ieraci – No academic issues

       i. Training a neural network to extract context from emojis in tweets

   f. Timothy Troy – No academic issues

       i. Research: Secure software development using Agile approach. Working on literature review

## Scholarship Renewal:

1. Renewal is based on merit

   g. You must maintain the minimum 3.2 GPA and fulfill all program requirements

   h. Renewal forms should be released later in the year (November/December)

Respectfully Submitted By: Rodney Cesar and Waleed Farag

# DoD: Cybersecurity Scholarship Program (CySP)

# Meeting's Agenda on August 27, 2019

## *Announcements:*

1. First, congratulations to all selected scholarship recipients: James, Josh, Kaishia, Rodney, Brooklyn, and Tim.

2. We are seeking a volunteer to record meeting minutes.

3. Official grant was awarded August 19, 2019.

4. Over the past few weeks, the grant PI, Dr. Farag, met and collaborated with several offices at IUP to ensure that all students receive ALL of their scholarship benefits ASAP and without any deductions.

   - Established cost centers for the grant main of funds.

   - Submitted scholarship tuition waivers for all six students to the Bursar's Office. Your tuition/fees waivers should currently be in place. Please check your account and let me know if you have any questions.

   - Held a grant kick-off meeting on Aug 20, 2019 with representatives from IUP Research Institute (RI) and Grant Accounting.

   - Requested the creation of Co-op (IUP book store) accounts to enable students to use their $650 per semester book allowance. For questions, please contact Carly Krouse zbgy@iup.edu.

   - Had many discussions with financial aid to make sure that all of you receive your complete scholarship benefits. Outcomes are described below:

     o All of you should receive complete DoD Scholarship benefits.
     o Students can retain their Federal Pell Grant and PHEAA (Pennsylvania) State Grant because both are entitlement programs.
     o If the total aid resources (i.e. federal/state aid, IUP scholarships and waivers, and outside scholarships) cause an overaward/overcost, IUP scholarships must be reduced/cancelled.
     o Total additional scholarships cannot exceed the $5,500 DoD limit.
     o **If you still have any questions about your financial aid/other scholarships, please contact Ms. Alisa DeStefano aldestef@iup.edu.**

   - Created the DoD CySP scholarship on Next Gen System and assigned $12,500 to each student for each semester. This year, you do not have to accept the scholarship, but it

should go directly to your account so please check and let me know if you have any issues.

- Each student needs to provide the specs and a quote for his/her desired laptop to the PI. These requests will first be reviewed then approved.

## *Students' Responsibilities:*

1. Maintain your eligibility throughout the AY 19-20. GPA above 3.2, on-time graduation, no additional scholarships in excess of $5,500, etc. Please refer to the project website at www.iup.edu/DoDScholarship for the complete list of scholarship eligibility criteria.

2. Participate in the DoD internship (if requested).

3. Abide with the project requirements listed below:

   A. Attend ALL monthly meetings.

   B. Respond promptly to all email correspondences and/or requested information from the project PI and funding agency.

   C. Promote the scholarship and cybersecurity in general among other students in our department.

   D. Participate in extracurricular activities such as Cybersecurity Club, cyber competitions, CAE Virtual Career Fair (Sept 27), IUP Cybersecurity Day (Oct 29), Cybersecurity Seminar (Nov. 7), and other related events.

   E. Update the PI and Co-PI's with grades, progress, and any outstanding issues that might affect your academic performance.

   F. Work with the project PI's on the assigned cybersecurity research project with an expected outcome of a published paper or a technical report.

   G. Compile and turn in a portfolio of your involvement in cybersecurity-related activities. This portfolio will document activities such club meetings, colloquia, workshops, conferences, etc. These portfolios will be reviewed and assessed.

## *Renewal:*

**It will be mainly based on your performance in this program and fulfillment of the obligations listed above.**

## *Next Meeting Time??*

## *Questions??*

**Minutes for Cybersecurity Scholarship Program (CySP) Meeting**

**August 27th, 2019 at 3:15 PM in Stright 331**

**Attended by:** Dr. Waleed Farag, Dr. Soundararajan Ezekiel, Dr. Imran Ghani, Joshua Griffith, James Lutz, Kaishia Ieraci, Rodney Cesar, Brooklyn Kotula, and Timothy Troy.

1. Received the executed grant on August 19th even though initial notification was in May.
2. Dr. Farag has already submitted tuition waivers and fee waivers for fall semester.
   a. If changing credits, talk first to Dr. Farag.
3. Book Store Account should be created.
   a. May be used to purchase other supplies through the Co-op Store. See Dr. Farag for details.
4. Other scholarships will be canceled if they are from IUP and are over the cost of student education.
5. Laptop model and specs needs to submitted soon, try to stay under $1500.
6. Participate in a research project over the semester.
   a. The PI's will discuss the details of these research assignments soon.
7. Dr. Farag has awarded the fall stipend ($12,500) for all recipients to ensure all students promptly receive all of the scholarship benefits.

**Student Responsibilities**

1. Keep GPA over 3.2 or there will be issues (e.g. losing scholarship)
2. Participate in a DOD internship (if requested)
3. IUP Requirements:
   a. Attend all monthly meetings
   b. CC Dr. Farag on emails to AskIASP@nsa.gov, Alice Smitley, Josh Odum. Please talk with Dr. Farag first if you have any issues.
   c. Participate in extracurricular activities (e.g. Cyber Security Club, Cyber Security Team (Hackathon on 9/21)).
4. CAE NE CCRCHackathon
   a. September 20th, 21st in Stright 107A
   b. September 20th late afternoon practice and setup.

      c.   September 21st 8:30 to 4:30, Hackathon event.

5. Cyber Security Day – October 29th

6. Cyber Security Conference – November 7th

7. Compile a portfolio of what you did over the academic year.

8. Again, keep GPA over 3.2

9. Doodle pole will be made for next meeting time, students should be on the lookout for that.

10. Students' academic studies are first priority and they should only participate in extracurricular activities as they can.


Respectfully Submitted By: Joshua Griffith and Waleed Farag