

## **2018-2019 Information Technology Committee**

### **AGENDA**

**Meeting Date:** Monday, Feb 25, 2019

**Meeting Time:** 2:00 – 3:00 p.m.

**Meeting Location:** **College of Sciences Building 221**

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- ✓ **Call to Order**
- ✓ **Roll Call**
- ✓ **Approval of Minutes of Jan 28, 2019 and Feb 11, 2019**
- ✓ **Announcements and Recognition of Guests**
  - Project Wahoo Team
- ✓ **Brief discussion on culture of committee**
- ✓ **Old Business**
  1. Project Wahoo
    - a. Summary by Project Wahoo team
    - b. Discussion
  2. Discussion of where to go on Navigation/Directions on Campus
  3. Update on Frequent mandatory NID password change practice
  4. Discussion of where to go on Email policies
  5. Continued Discussion on Faculty flexibility/consistency issues
    - a. Open source platform support for server set-up
    - b. Access to emails after leaving UCF - We did not get to this topic
    - c. Email archive issues - We did not get to this topic
- ✓ **Other Business**
- ✓ **Adjournment**

**Faculty Senate  
Information Technology Committee**

**MEETING MINUTES**

Meeting Date: Monday, January 28, 2019  
Meeting Time: 2:00 – 3:00 pm  
Meeting Location: HPA I, Room 335

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**1. Call to Order**

The meeting was called to order at 2:01pm.

**2. Roll Call**

- Members in attendance: Lee Dotson, Jeannie Hahm, Joseph Harrington, Tameca Harris-Jackson, Athena Hoepfner, Steven Hornik, Pieter Kik, Barbara Sharanowski, Stephanie Vie, Deedra Walton (call in).
- Ex officio member in attendance: Michael Sink

**3. Approval of Minutes of Jan 14, 2018 (Motion Barbara Saranowski, second Pieter Kik)**

Minutes were approved unanimously.

**4. Recognition of Guests**

No guests.

**5. Pending Business**

1. Navigations/Directions on Campus:
  - i. Ryan Seilhamer to speak on Feb 11<sup>th</sup> meeting
2. NID password changes - Michael Sink reached out to Chris Vakhordjian (CISO) after the January 14 meeting. Vakhordjian is part of a SUS group of Chief Information Security Officers working on a proposal to take to state auditors requesting changing the password reset requirements. They are looking at suggesting a password reset once a year which is more in line with NIST. Discussion ensued regarding once a year password reset versus no forced password resets. Decided to wait on a resolution at this time citing that it would be better to have a unified front from all 12 Information Security Officers and faculty senates. Michael Sink will invite Chris Vakhordjian (CISO) to next meeting (2/11) to discuss.
3. Email Policies:
  - i. IMAP/POP turn on – Discussed the need to allow multiple platforms for accessibility and support non-standard systems. UCF has stopped allowing

IMAP and POP. Security was noted as the main reason. There is a request for campus to turn it on to allow the use of other email systems. Faculty member looking for written statement that faculty get to choose their own platforms (i.e. Linux). Several factors for consideration:

1. The need for a consistent system for features such as calendar sharing
2. Cost to support multiple systems
3. Ediscovery for audit and compliance – if email is not being maintained on a UCF server then there is a risk that a personal account can become discoverable

One solution may be to allow forwarding of emails but not forward and delete so that all emails are maintained on a UCF server.

- ii. Open source platform support for server set-up – Michael Sink explained that UCFIT is looking to focus on the needs of users – academic, administrative, and research – because different users have different needs. They need to find a balance with funding and limited resources. Open source applications require employees with that expertise and enough bandwidth of employee time. One-offs are difficult to support in terms of expertise and ongoing maintenance. A comment was made that the university has a policy that faculty are supposed to support open access solutions, use in classrooms, and teach to students. A suggestion was made to create a spreadsheet with distribution of expertise.
- iii. Access to emails after leaving UCF - We did not get to this topic
- iv. Email archive issues - We did not get to this topic

#### 4. Project Wahoo

- i. We did not get to this topic

### 6. New Business

Faculty Senate update – Joe Harrington shared that both resolutions (SPol and conferences rooms) passed. There was some discussion about not having a full cost study for the conference room resolution, but it passed as an advisory statement. The goal is to have consistent, reliable equipment and experiences.

For next meeting, please send specific questions for Chris V. And Ryan S.

Joe Harrington requested a change in the Mondays for meetings. This will be discussed via email.

### 7. Adjournment (Motion Joe, Second Athena)

All in favor. The meeting was adjourned at 2:59pm.

Minutes submitted by Lee Dotson

**Faculty Senate  
2018-2019 Information Technology Committee**

**Meeting Minutes**

**Meeting Date:** Monday, February 11, 2019

**Meeting Time:** 2:00 – 3:00 p.m.

**Meeting Location:** Health and Public Affairs 1, room 304

1. Call to Order
  - a. Meeting called to order at 2:06 p.m.
2. Roll Call

Members in attendance: Lee Dotson, Thad Anderson, Jeannie Hahm (call in), Joseph Harrington (call in), Steven Hornik, Pieter Kik, Barbara Sharanowski, Stephanie Vie, Reid Oetjen (call in), Sumanta Pattanaik, Deedra Walton (call in).  
Ex officio member in attendance: Michael Sink
3. Approval of Minutes of *January 28, 2019* Announcements
  - a. The full meeting minutes from January 28 were not supplied so the group was unable to approve them.
4. Recognition of Guests
  - a. Ryan Seilhamer, Center for Distributed Learning Program Director of Mobile Strategies
  - b. Chris Vakhordjian, Information Technologies & Resources Chief Information Security Officer
5. Old Business
  - a. Navigation/Directions on Campus (discussion with Ryan Seilhamer)
    - i. Campus Map ([map.ucf.edu](http://map.ucf.edu))
      1. Does not have GPS wayfinding capabilities
      2. Run by marketing
    - ii. UCF Mobile Application
      1. Different than [map.ucf.edu](http://map.ucf.edu)
      2. Wayfinding capabilities
      3. Significant number of points of interest
    - iii. Google Maps
      1. Provides the ability to search and navigate
    - iv. Campus Map Signs
      1. Run by facilities and marketing
    - v. Static Map
      1. PDF or physical map used predominately used at welcome center and parking services
    - vi. There is a need for a full-time position in facilities to do mapping
    - vii. Working with parking services to provide parking and directions based on data

- b. Frequent mandatory NID password change practice
    - i. Chris Vakhordjian
      - 1. Password aging is set at 60 days
        - a. State requirement
      - 2. Recommendations to the state auditor general
        - a. Eliminate the complexity (with use of multi-factor authentication)
        - b. Eliminate the aging (with use of multi-factor authentication)
        - c. Check passwords which may have previously been compromised
      - 3. Create the ability to request multi-factor authentication
    - ii. A request was made to eliminate the need to log-in over and over again in a classroom setting where you have already logged into the computer with an NID and password
  - c. Email policies
    - i. IMAP/POP turn on
      - 1. Chris Vakhordjian
        - a. A decision that was determined internally
          - i. Forces user to utilize a pin using mobile devices (or enforces other preferred policies)
        - b. Using a web browser to access Microsoft Outlook and other cloud-based apps is always an option
      - 2. Faculty needs security but also needs platform flexibility
        - a. What other needs to faculty have beyond email?
    - d. Project Wahoo (tabled for another meeting)
6. Other Business
  - a. There was no "other business"
7. Adjournment
  - a. Meeting adjourned at 3:04 p.m.

Minutes submitted by Thad Anderson