



Faculty Senate

Information Technology Committee

Agenda for meeting of Tuesday, January 25, 2022, 2:00 p.m.

Zoom Meeting:

<https://ucf.zoom.us/j/95688786351?pwd=K0lIOWM0ZWdsRmhUTkNWcmFvbkm5Zz09>

- Call to Order
- Approval of the Minutes
- Mass E-mail policy
- Process/policy for evaluating software in the common-good and charging
 - Directory
 - What's available
 - Interest from faculty
 - How do we decide what software is in the common-good and what is not?
 - What is the litmus test?
 - "We will include this if X & Y"
- Other/New Business
- Adjournment



Faculty Senate

Information Technology Committee

DRAFT Minutes of meeting of Tuesday, January 11, 2022, 2:00 p.m.

Location: Zoom

Roll Call (Screen Verification via Zoom)

Present: Glenn Martin, Lee Dotson, Joseph Harrington, Adam Wells, Anya Andrews, Matt Nobles, Mehmet Altin, Shengli Zou, Thad Anderson, Francisca Yonekura, Athena Hoepfner, Chad Macuszonok, Matthew Hall, David Zambri, Elizabeth Klonoff, Pieter Kik, Taj Azarian, Viatcheslav Kokoouline

- Call to order at 2:03 pm
- Approval of the Minutes for November 30, 2021
 - No amendments to minutes
- Review of MFA for Office 365 (David Zambri)
 - What is this for? For Office 365 tenet including Outlook email
 - What is MFA? <https://infosec.ucf.edu/identity-management/multi-factor-authentication/>
 - Why? Security practice and maintain cybersecurity insurance. Part of a larger identity management initiative.
 - Implementation phases:
 - 1/4 - 3/3: Mass communication plan with targeted, repeating communication to leadership and staff
 - 2/1 – 2/11: IT support staff will have materials to support users. Self-help materials will also be created and made available.
 - 2/17 – 3/3: Colleges and departments will receive specific dates in this timeframe for implementation of MFA for Office 365. Monday-Thursday only; no Fridays or weekends. Increased help desk staff and hours. Implementation will start with those already using UCFIT. All who can be implemented will be done by 3/3.
 - Once authenticate with MFA, will have 180 days before having to MFA again.
 - Developing detailed plans for issues. Discussion of concerns for Linux users. Need a viable solution before switching. Users can opt-out.
 - Opt-in available at https://ucf.service-now.com/ucfit?id=sc_cat_item&sys_id=ce6390d41b4da01065100feddc4bcbfd
 - Discussion about future MFA projects such as Cisco, Workday, webcourses (possibly for faculty but not students).

- Duo vs MS authenticator – Duo provides more granularity and the ability to use call or text
- Common Good
 - Create a directory – sharing what's available and allowing faculty to express interest
 - Make it easier to procure licenses
 - Suggestion for a survey to obtain feedback on what people are using
 - Examples of what other universities are doing. Harvard example is good: <https://huit.harvard.edu/tools-and-services> Matt Hall meeting scheduled with Harvard CIO in April.
 - Questions for committee to answer:
 - What is the definition/demarcation point when something should be available to everyone?
 - What are the criteria to meet an enterprise investment?
 - One goal is the reduction in complexity of procurement
 - Some enterprise level licenses have value adds such as adoption programs where people come out to train students how to use software, other support measures or options included (MATLAB example)
 - Important for students to know available alternatives to licensed solutions. Example: Qualtrics vs REDCap
 - Anything with enterprise license should have enterprise support
- Other business
 - Suggestion for future agenda item: mass email policy is out of date and needs revision

Meeting adjourned 3:00 pm