



# Faculty Senate

## Information Technology Committee

Agenda for meeting of Tuesday, May 16, 2023, 2:00 p.m.

Zoom Meeting:

<https://ucf.zoom.us/j/99604837711?pwd=QTZwaGJZMzdZMmpHK24rQktnRkw2UT09>

- Call to Order
- Approval of the Minutes for April 18, 2023 Meeting
- Approval of the Minutes for May 2, 2023 Meeting
- Old Business
  - Knightsmail Transition
  - Emergency Regulation regarding 3.0075 Security of Data and Related Information Technology Resources
- New Business
  - Use of Non-UCF Email Services by UCF Offices for Confidential Business
- Other Business
- Adjournment



# Faculty Senate

## Information Technology Committee

Minutes of meeting of Tuesday, April 18, 2023, 2:00 p.m.

Location: Zoom

Present: Glenn Martin (chair), Joseph Harrington (vice chair, minutes), Matt Hall, Henry Glaspie, Amy Sugar, Athena Hoepfner, Chad Macusconok, Francisca Yonekura, Lee Dotson, Mehmet Altin, Pieter Kik, Richard Zraick, Shengli Zou, Taj Azarian, Viatcheslav Kokoouline

- Call to order at 2:06 pm
- Approval of the Minutes for April 4, 2023
  - Minutes approved without change
- Old Business
  - Update on policy feedback system. No update from Joe Harrington.
  - Linux support. Full-time student hired for summer and tasks from department have started to be addressed. There is interest to hire additional students.
  - EndNode licensing. UCF has identified funds and is renewing site license. Approval is expected quickly (end of week). This issue has demonstrated the need for better tacking of users and services for targeted communications.
- New Business
  - Migration of Knightsmail with guests Lisa Isham, Brett Peeling, George Wiedmyer, Amy Gendusa. Students will move by start of Fall (just current students) with their new email of NID@student.ucf.edu. Migration will happen in waves while trying to avoid moving during enrolled periods. Faculty will be able to email students. For FERPA questions, we can contact Dan LoPresto (email addresses will not be FERPA-protected anymore).
    - If you are a student and a faculty/staff, your Knightsmail will be migrated to your ucf.edu (employee email) account.
    - There was significant feedback on the use of “student.ucf.edu” with some on the committee suggesting just “ucf.edu” be used for all while others suggesting just keeping “knights.ucf.edu” since it is generic. In general, it was felt that people are not students forever, and such an email can have implications on published papers and other long-term uses.

- Lisa will bring concerns raised to Matt Hall and others. Additional IT Committee meetings will be held this academic year to continue the conversation. Joe moved and Athena seconded holding meetings every two weeks through May (if we lack quorum, we will not take any votes on items).
  - Tiktok, WeChat and others now banned. Some students angry, some relieved. Will discuss more in next meeting.
- Meeting adjourned 3:20 pm



# Faculty Senate

## Information Technology Committee

Minutes of meeting of Tuesday, May 2, 2023, 2:00 p.m.

Location: Zoom

Present: Joseph Harrington (vice chair, acting as chair), Amy Sugar, Athena Hoepfner, Bert Scott, Chad Macusconok, Francisca Yonekura, Henry Glaspie, Lee Dotson, Shengli Zou, Taj Azarian

Guests: Amy Gendusa (Accenture Organizational Change Management and Adoption Lead), Brett Peeling (UCF IT), George Wiedmyer (Accenture Delivery Lead), Lisa Isham (UCF IT)

- Call to order at 2:18 pm
- Old Business
  - Migration of Knightsmail
    - Current student migration starts this summer.
    - Communication to UCF employees and students has started.
    - Student email address will be NID@ucf.edu. There will be filters in the address book for students vs. employees. Lisa will explore whether highlighting can be used to further distinguish student accounts.
    - Faculty can get flyer or URL for flyer from Lisa Isham
    - Student employees have a Knights email and a ucf.edu. Their Knights emails will migrate into a folder (Knights Migration) on their ucf.edu account. The migration is a one-time event. People can rename the folder. Need to check that the folder name is not already in use.
    - Currently only current/active students are being migrated. Employees who have created a Knights account and who are not current students are not yet affected.
    - No more Knights accounts will be created. All new accounts will be ucf.edu. What happens when students leave is still up for debate. Employees who terminate but have an active relationship can keep sponsored accounts if proposed by their supervisors or others. Discussions continue about options to forward emails from UCF accounts to external email for former UCF employees.
    - Active student status persists for 3 semesters since last enrolled semester. Adding one more semester will work better for students who take a year off for any reason. Chad will follow up. It may not

be necessary, due to the timing of deprovisioning happening later in the semester.

- Keeping an active email account for all former students is a lot to maintain and may become expensive if Microsoft starts charging for email-only accounts. Usage of the Knights accounts drops significantly (only 50% used after 5 years). UCF Alumni Association may be a source for funding emails for alumni, as is the case at many universities.
- NID as the email address is ugly and hard to remember. Email addresses are a persistent identity. Allowing students to create an email alias is administratively challenging, due to inappropriate handles being created. Initial migration will only allow NID. Lisa will bring the concern forward.
- NID and directory info are not FERPA protected. Email addresses can be used in an internal directory and for emailing students for instructional purposes (including research) without using BCC. This may be a different interpretation of the policy. Discussion ensued about the policy. Chad will follow up with Dan LoPresto.
- Involved:
  - George Wiedmyer: Accenture. Delivery Lead.
  - Amy Gendusa: Accenture. Organizational Change Management and Adoption Lead.
  - Brett Peeling: UCF IT
  - Lisa Isham: Assoc. Dir. Unified Communications
- Emergency Regulation 3.0075 Security of Data and Related Information Technology Resources
  - Directed to remove some applications from university owned devices and block their use on UCF network (TikTok, WeChat, etc.).
  - There was a recent change to wording of to remove “and affiliates,” since nobody could define that. UCF IT is working with faculty still using TikTok for educational and research purposes to complete grants and classes. Example alternative is use of cellular data and not UCF wifi. Eduroam is not part of UCF network.
  - Is anyone measuring how it is impacting users and outcomes of the policy? Anecdotal evidence only at this point.
  - Can we ban/block private VPNs? Yes, but we do a lot of partnerships and may hurt those partnerships. They come on campus and VPN to their place of business. Same with College of Medicine and VPN to AdventHealth and ORMC.
- Meeting adjourned 3:15 pm

# Microsoft 365 | Student Email Migration



By Fall of 2023, UCF will consolidate *active student* and *faculty/staff* accounts into one system to streamline communication. Active students will no longer use Knights email.

## What's Changing for Students?



For active students, UCF email address will change from @Knights.ucf.edu to NID@ucf.edu



Mail will be forwarded from @knights.ucf.edu accounts to NID@ucf.edu accounts



Students will not be able to access @Knights.ucf.edu email account after cutover



Emails, calendar and contacts will be moved over to the new UCF email accounts



Student email addresses for most university applications will be automatically updated



Microsoft Teams data will NOT be moved over to new Office 365 accounts



NID@ucf.edu email accounts will be used for all official university communications



Faculty/Staff/Students will be able to search internally for student contact information in Outlook.

## What's Changing for Faculty & Staff?



There will be **NO changes** unless they are also a student OR they also have a Knights email account.



Faculty/Staff will need to use the new UCF accounts to contact students. Students will no longer be able to access their @Knights.ucf.edu email accounts after cutover. Knights mail will be forwarded to their new UCF email account.



Those faculty/staff with an active student status will have their student mailbox, calendar and contacts migrated to their employee email account in a designated folder and **will begin receiving student emails to their UCF email account**. Current faculty/staff (not a current student) who have a Knights email account will be given instructions for how to migrate their email if desired.



Faculty/Staff/Students will be able to search internally for student contact information in Outlook.

## When?

Project Kick off  
March 2023



Pilot User Readiness  
Early Summer 2023



Pilot Migration  
Early Summer 2023



User Readiness  
Summer 2023



Waved Migration  
Late Summer 2023



Fall Classes Begin  
August 2023



[Link to Project Website](https://it.ucf.edu/studentemailmigration/project) | <https://it.ucf.edu/studentemailmigration/project>