

Information Technology Resources Advisory Committee (ITRAC) Meeting

May 9, 2016 – 1:00 p.m.

Millican Hall, Room 395E

Minutes

Attendees (16): Barry Baker, Tom Cavanagh, Ozlem Garibay, Matthew Gerber, Joel Hartman, Richard Hartshorne, Athena Hoepfner (remote), Pieter Kik, Tammie McClellan, Don Merritt, Gary Nichols, Ahmet Ozturk, Gregory Welch, Larry West, Bob Yanckello, Shengli Zou

Introduction/Approval of Minutes

- Richard Hartshorne called the meeting to order. March meeting minutes were approved.

UCFApps Demonstration (Craig Froehlich)

- Craig Froehlich led a demonstration of UCFApps. The demonstration included information/elements, such as:
 - Current list of apps
 - Methods of accessing apps
 - Requesting an app
 - Providing feedback
 - Marketing toolkit
 - Presentation view
 - Twitter feed
 - Ways to find/keep up with information about UCF Apps
- An introductory video was shown
- UCF Apps are tech-fee funded
- UCF Apps are linked from myUCF, Webcourses, CAR site, the mobile app, and apps.ucf.edu

Emergency Notification System Demonstration (Jeff Morgan)

- Jeff Morgan and Joe Thalheimer demonstrated the Emergency Notification system
- A new system is coming in the near future, currently being evaluated.
- The role of the Office of Security and Emergency Management was discussed (separate from PD).
- Clery Compliance (emergency notification, timely warnings) was discussed.
- UCFAlert, internal notification methods (remote lines, microphone capabilities), external notification methods (sirens, electronic signs, mobile units), incident action plan development, and documentation were addressed.
- A brief overview of the process for disseminating emergency notifications was provided.
- A discussion regarding the lack of the ability to personalize the notification settings for end users was discussed as a potential issue. Being considered, but drawbacks to this.

Discussion of Mechanics to Disseminate Important Information Regarding Various Technological Changes Across Campus (Joel Hartman)

- Joel Hartman led a discussion.
- There are number of university committees that meet regarding technological issues (ITRCC, ITRAC, etc.) and are charged with relaying information to their user base (individual colleges and departments).
- There is a paper-based ITR newsletter that is disseminated campus-wide on a quarterly basis.
- E-mail is used to disseminate critical information .
- There is currently an examination of a social tool (Yammer) which may be used to disseminate information in the future.
- CDL publishes a newsletter and posts updates/changes to Canvas on a regular basis.

Open Discussion of Future ITRAC Topics

- Send suggestions for future topics to Joel Hartman.

Adjournment/Next Meeting

- Meeting was adjourned at 2:05 PM. The next meeting will be scheduled at a later date.