Faculty Senate UCF

Information Technology Committee

Agenda for meeting of Tuesday, November 9, 2021, 2:00 p.m.

Zoom Meeting:

https://ucf.zoom.us/j/93290132713?pwd=RENPa213aDJaNVFZVlJnWnEwaE9kZz09

- Call to Order

- Approval of the Minutes

- New Chief Information Security Officer, David Zambri – *Matt Hall*

- Process/policy for evaluating software in the common-good and charging

  - How do we decide what software is in the common-good and what is not?

    - Whole pieces

    - Software with modules/toolkits

  - How is it charged?

    - UCF covers cost?

    - Charge backs to faculty?

- Other/New Business

- Adjournment

Information Technology Committee

DRAFT Minutes of meeting of Tuesday, October 26, 2021, 2:00 p.m.
Location: Zoom

Call to Order 2:03 pm
Roll Call (Screen Verification via Zoom)
Present: Glenn Martin, Taj Azarian, Mehmet Altin, Thad Anderson, Lee Dotson, Athena Hoeppner, Pieter Kik, Matthew Nobles, Francisca Yonekura, Chad Macuszonok, Joseph Harrington, Shengli Zou, Michael Sink, Adam Wells, Anya Andrews, Elizabeth Klonoff, Sumanta Pattanaik, Viatcheslav Kokoulin

- Approval of the Minutes for October 12, 2021
  - No amendments to minutes

- Recognition of Guests
  - Michael Sink attending for Matt Hall

- New Chief Information Security Officer, David Zambri
  - Extend invitation to future meeting

- KnightVision: Impact on Faculty, Opportunity, and Changes faculty will see with Workday
  - Mike Sink presented in Mall Hall's absence.
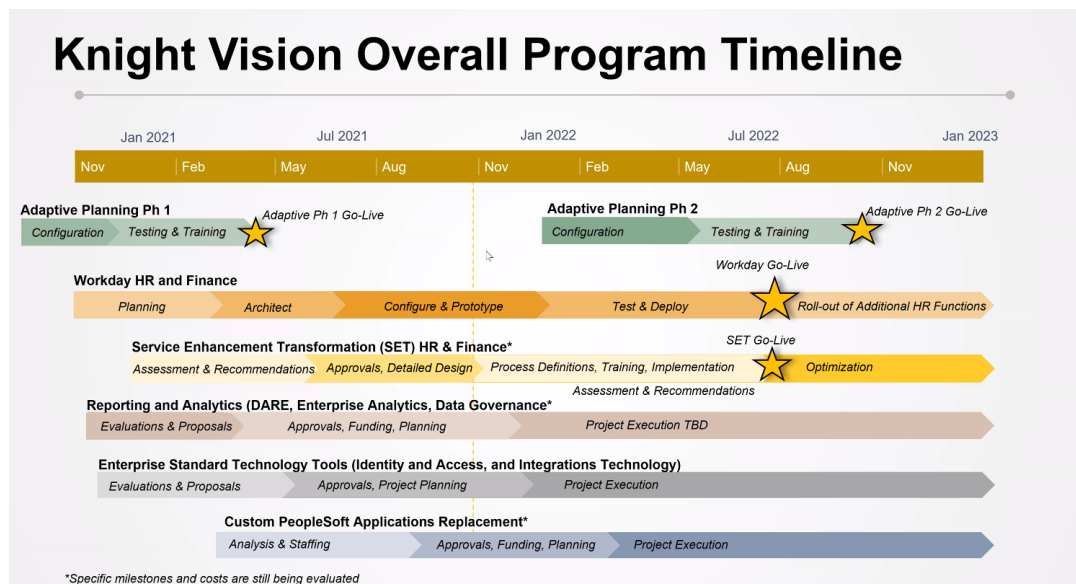
Knight Vision Scope

Workday Modules - 25

		Human Capital Management	Recruiting	Time Tracking	Payroll	Compensation	Benefits	Absence
07/05/22	Phase 1	Talent	Learning	Financial Accounting	Foundational Data Model	Budgets	Cash, Banking, Settlement	Business Assets
		Projects	Grants	Customer Accounts	Expenses	Endowments	Procurement	Help
01/31/23	Phase 2	Performance	Advanced Compensation	Adaptive Planning	PRISM Analytics			

- o Workday processes are being taken out of the box. Starting to see what the UCF data looks like in Workday. Next phase is testing for end to end business processes.
- o Taking an enterprise architecture approach to Workday.

Knight Vision Scope

Integrations, Conversions, Retrofits, Reports

- 141 Integrations
- 252 Conversions
- 41 Retrofits
- 369 Reports

Supporting Upgrades

- Informatica Integrations
- SailPoint Identity Mgmt
- Enterprise Data Warehouse
- Data Governance

- o Custom PeopleSoft applications – looking at alternative solutions. Most are on the student side, but there are some that impact faculty such as P&T. Third party vendors being considered for replacements.
- o Reviewing 140 side silo systems, some will have to be built, others will use an API if it exists. Functionality, cost, and integration (APIs) will be considerations for selecting software.
- o Why are we moving to Workday? For functionality not present in PeopleSoft, apps and customizations have been created and supported over the years. Where Workday provides the functionality, these apps can be deprecated. PARIS and PageUp are two examples of software with functionality that will be fulfilled in Workday. Oracle is not adding new enhancements or

functionality to PeopleSoft. They are only providing security updates. Decision was made to move to a more purpose built solution.

o   Workday will automate some processes such as creating user accounts. Question was raised about automatic provisioning - does this mean we will be able to automate letting faculty members keep access to their email and address book for x years after they leave UCF voluntarily? And automatically send an email "hey, you're about to lose access to your UCF account" after those x years? This was a discussion topic a while back in the Faculty Senate IT committee.

o   What happens with my.ucf.edu? myUCF will be are for PeopleSoft student. The UCF portal has additional customizations that are not current capabilities for Workday. There is some navigation built into Workday. Some functions will be more service based, mobile device friendly.

o   What about security? Does Workday cloud go down? Currently have many integrations with external systems for banks, institutions, etc. Workday will decrease these integrations and limit the data flow. Workday cloud could go down, but there is an SLA in place. They have consistently met the service level. For security they must maintain strict security standards with three data centers for redundancy. All data is stored in the U.S. When you submit an action, it happens in all 3 places simultaneously.

o   Sink provided a quick demo of how Workday looks on an iPhone in the test environment. Showed example of time off request

o   Sink asked for recommendations for training and communication to faculty:
    ▪   What process would faculty use to get help? Who would you go to? Department administrator and then college administrator
    ▪   May be different depending on the groups – faculty needs compared to manager needs
    ▪   Communicate basic info with access to more in-depth information.
    ▪   Low barrier to entry – don't start with two hour tutorials
    ▪   Similar to LinkedIn Learning with two minute snippets of "how do I do X?"
    ▪   Alternatively, how about a list of "how do I...?" where you can google what you want to do and watch something about it
    ▪   Show popular functions - them how to approve a student hourly worker's timesheet, how to log expenses on travel, etc.

- Workday has a good help feature. Recognize the need for job aids that are in line with what you want to do. Provide help for where you are in the process.
- Start sharing one to two minute "sneak peeks" so faculty can see what's coming. Similar to today's quick iPhone demo. The website and webinars are informative, but not everyone has time to sit and watch them all.

- IT Strategic Plan
  - Proposed committee product is a process/policy for evaluating what software is common-good and how to determine charging.
    - Suggested a meeting to brainstorm ideas before putting in writing
    - Brainstorming to include, but not limited to, principles, end points, adjusting as needs change, fee structure

Meeting adjourned at 2:55 pm