2019-2020 Information Technology Committee
AGENDA

Meeting Date: Monday, September 16, 2019

Meeting Time: 2:00 – 3:00 m.

Meeting Location: BA I, room 230A

- **Call to Order**

- **Roll Call**

- **Approval of Minutes of** *March 4, 2019* **and** *August 26, 2019*

- **Announcements and Recognition of Guests**

- **Old Business**
  - Continued email access for departed UCF employees
  - UCF Rising
  - Mission of the Committee
  - How can we function more efficiently?

- **New Business**
  - Resolution 2019-2020-12 Faculty Senate Bylaw Change – Information Technology Committee Membership Link: http://www.facultysenate.ucf.edu/minutes/Senate/2019-2020/9-5-19/Resolution%202019-2020-12%20Faculty%20Senate%20Bylaw%20Change%20%E2%80%93%20Information%20Technology%20Membership.pdf
  - Formalize List of Items to discuss for the following year
    - Steering Committee List
    - IT Committee List of Topics

- **Other Business**

- **Adjournment**

Faculty Senate
Information Technology Committee

MEETING MINUTES

Meeting Date: Monday, March 4th, 2019
Meeting Time: 2:00 – 3:00 pm
Meeting Location: CSB 221

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1. **Call to Order**

The meeting was called to order at 2:04pm. However, we did not have quorum until 2:07pm

2. **Roll Call**
   - Members in attendance: Thad Anderson (phone in), Lee Dotson, Jeannie Hahm, Joseph Harrington, Tameca Harris-Jackson (phone-in), Athena Hoeppner, Steven Hornik, Barbara Sharanowski, Stephanie Vie (phone-in), John Shultz, Gregory Welch, Deedra Walton (call in),
   - Ex officio member in attendance: Michael Sink

3. **Old business**
   1. **Faculty flexibility/consistency issues**
      - Bargaining team of Union is arguing for email archive access after leaving the university, this is largely for retirees though and may not help post-docs
        1. There is talk of alumni licenses to maintain access through a IT policy committee
        2. The main issue is continued access to private records. Thus IT may need to develop a way to change permissions to access with the same NID or provide a new NID to alumni and then allow forwarding of original NID email to that email
        3. Other committees may be dealing with this, but we have little awareness of what other IT-based committees are doing
        4. At minimum, emails should be downloadable (would this violate issues with privacy and then subsequent security of where those emails are going)
      - Can we get a short list of platforms/software that is most feasible to support
      - Can a UCF internship program in computer science/IT help develop and implement various software to cover faculty needs
   2. **UCF Rising**
      - Michael Sink will discuss with advisory committee their communication strategy and relay that to our faculty. Apparently UCF Rising has plans to

better integrate faculty voices, but we are not aware of these plans as of now and how the Faculty Senate IT Committee can be more involves
- Possibly UCF rising should hold add

4. **New Business (should be better addressed in 2019/2020 semester)**
    1. **Mission of Committee**
    2. Sharanowski read the mission of the committee so we can work most effectively
    3. **How can the committee function more effectively?**
        - How can we assess what needs are not being met by IT for faculty? For students?
        - Our committee needs better integration with ucf Rising, IT service now deliverables and how they can be made better, and TACs (tech advisory committees) and Research IT committee
        - Service now is not easy to use and needs to be fixed to make the over 600 items easier to find
        - How can we better integrate student voices into IT needs
        - There is likely a need for different IT groups to meet the different needs of different users (e.g. faculty, students, teaching, research, medical/clinical)
            1. These folks should focus more on outreach to users and not IT itself
        - There is an ITsurvey going around and we should try and access the results

5. **New Business**

6. **Adjournment (Motion Joe, Second Jeannie)**
    All in favor. The meeting was adjourned at 3:01pm.

Minutes submitted by Barb Sharanowski

Faculty Senate
Information Technology Committee
MEETING MINUTES

Meeting Date: Monday, August 26, 2019
Meeting Time: 2:00 – 3:00 p.m.
Meeting Location: College of Sciences, room 221

1. **Call to Order**

   The meeting was called to order at 2:00 p.m. by Faculty Senate chair, Bill Self.

2. **Attendees**

   Members in attendance: Anya Andrews (phone), Sandra Galura, Melanie Guldi, Joseph Harrington, Tameca Harris-Jackson, Viatchelslav Kokoouline, Heath Martin, Mehmet Altin, Daniel Barber (phone), Matt Dombrowski, Lee Dotson, Dawn Eckhoff, Athena Hoeppner (phone), Pieter Kik, Matthew Nobles, Sumanta Pattanaik, Gregory Welch

3. **Committee Charge**
   Faculty Senate chair Bill Self provided the committee with an overview of the Faculty Senate, asks committee members to review the Operational Committee Procedures distributed, provided the committee members with the duties of the committee, and noted the committee's standard meeting day and time.

4. **Elections**
   Bill Self conducted the election for the committee chair and vice chair. Melanie Guldi was unanimously elected chair of the committee and will serve as the Senate liaison to provide the Faculty Senate with a monthly update of the committee's activities. Joseph Harrington was unanimously elected vice chair and will serve as the Steering liaison to provide the Faculty Senate Steering Committee with a monthly update of the committee's activities.

Dr. Self turned the meeting over to the newly elected chair Melanie Guldi.

5. **New Business**
    a. Issues from last year:
        i. Linux support and email access
        ii. Research IT support
        iii. Email access and forwarding for employees who leave; mailing lists.
    b. **Issues Raised:**
        i. Are there Downtown Campus IT issues we should consider?
        ii. CDL/Designers want an ex-officio member on the committee, resolution proposed.
        iii. Can we get more cloud storage options (Dropbox, Google) (Melanie). Outsiders whose home institutions have restrictive policies like ours cannot collaborate with us.
        iv. We need a true VPN that works directly with library resources. Else want our own browser plugin. (Peter Kik) Library moving to OpenAthens - better than current EasyProxy. (Athena)
    c. **Next Meeting**:
        i. CDL - Tom Cavanagh and a CDL rep to come and talk about adding an instructional designer ex officio to the committee.

6. **Adjournment**
    The meeting adjourned at 2:55 p.m.

Minutes submitted by Joseph Harrington

Draft List of IT Committee Topics for 2019-2020

1. Continued email access for departed UCF employees
2. UCF Rising
3. Mission of the Committee
4. How can we function more efficiently?
5. Health of UCFIT and its ability to serve the university are our #1 concern (SeviceNow)
6. Support for research computing (cloud CPU services, cloud document services, continuity of research computing over funding gaps, STOKES financial model, research group system support).
7. Support for desktop Linux (documented and published access solutions to all campus services, like printing, wireless, wired, and email; user support for desktop Linux).
8. Are there Downtown Campus IT issues we should consider?
9. CDL/Designers want an ex-officio member on the committee, resolution proposed.
10. Discuss whether we can get more university approved cloud storage options (Dropbox, Google)
11. Discuss need for "true" VPN that works directly with library resources OR our own browser plugin (OpenAthens?)