Information Technology Committee

Minutes of meeting of Tuesday, September 24, 2024, 3:00 p.m.
Location: Zoom

Attendees (voting members in bold):
☒**Glenn Martin (Chair)**
☐**Amy Sugar (Vice Chair)**
☒**Chuck Abraham**
☐**Amy Donley**
☒**James Gallo**
☒**Michael Gilbrook**
☒**Denise Kay**
☒**Pieter Kik**
☒**Brett Meltzer**
☐**Matt Nobles**
☒**Yogesh Rawat**
☒**Peter Spyers-Duran**
☐**Geritt Welper**
☒**Pavel Zahorik**
☒**Shengli Zou**
☐Student (SGA representative)
☐Student (SGA representative)
☒Sheila Amin Gutiérrez de Piñeres (ex officio)
☒Shafaq Chaudhry (ex officio)
☐Athena Hoeppner (ex officio)
☒Chad Macuszonok (ex officio)
☒Francisca Yonekura (ex officio)

- Call to order at 3:03 pm
  - Quorum reached

- Approval of the Minutes for September 10, 2024 Meeting
  - Approved

- Old Business
  - Reminder: Research Computing Symposium: October 1, 2024
  - Certificate issue with wireless access points

- Should be addressed, but some committee members are still having issues
- Dean Sheila will reach out to the team to investigate
  - o Simple Syllabus
    - Neither Amy Sugar or Athena Hoeppner were able to attend so update was postponed to next meeting

- New Business
  - o Some discussion of how committee can support initiatives
    - UCF Apps
    - Storage Needs
  - o Windows 10 EOL
    - Dean Sheila says no issues to UCF (although departments may and should review)
  - o Tools available:
    - List at https://it.ucf.edu/tools-and-services/it-offerings/
    - File sharing options: OneDrive, Teams, Box (coming soon), Dropbox, and through cloud computing platforms like AWS, Azure, Google Cloud, and Office 365 in Azure GovCloud for CUI file sharing (that is underway through Office of Cyber Risk Management)
    - Dean Sheila also mentioned a new program where surplus laptops are vectored to the Library to be able to be loaned out to students
      - https://library.ucf.edu/technology-lending/dell-latitude-7410-laptop/
      - Software Installed: Comes Windows 10 or 11 operating system with popular software pre-installed including Respondus LockDown Browser, HonorLock plugin, Microsoft Office (Word, Excel, PowerPoint, OneNote, Publisher) and Google Chrome browser. Other software also available.
  - o Artificial Intellience
    - Denise Kay brought up Boodlebox as a potential useful tool
      - Some discussion of whether information is kept confidential
  - o Future Guests/Topics
    - Chad Richie
    - Governance of IT (Sheila/Chad/Cherry)
    - Cybersecurity update (David Zambri)
    - Learning Management System (OIR)
    - Regular discussion of AI

- Meeting adjourned at 3:57pm