**ITPAC Meeting Minutes: October 22, 2012**

**Members Present:** **Dennis Brown, Dan Cromer, Keith Gouin, Brian Gray, Scott Jackson, Steven Johnson, Joe Joyce, Russ Mizell, Sheri Munn, Ron Thomas, Pete Vergot, Wendy Williams, Allen Wysocki**

**Welcome and Introductions**, Chair, Dr. Al Wysocki

**ITPAC membership** (Joe Joyce)

* Many of the members on the committee have ongoing appointments due to their role (e.g. dean’s representative). Members that wish to rotate off the committee are encouraged to nominate a suitable replacement.

**IFAS IT re-organization plan** (Joe Joyce)

* IFAS IT will undergo some changes to bring about:
  + Central authority in needed area.
  + Clarified areas of responsibility.
  + Improved equity in IT support across IFAS units.
  + Increased organization and coordination of training and support.

**Current status of video conference capabilities and needs across IFAS**

* Transition away from Elluminate and update for Adobe Connect (Ron Thomas).
  + Faculty are being transitioned away from Elluminate to Adobe Connect.
  + IFAS does have access to Big Blue Button for demonstration purposes.
* Use of PVX (Dan Cromer)
  + Use should be discouraged since the system is no longer being supported.
* Polycom in Fifield (Dan Cromer)
  + Maybe IFAS needs to decide where we need a Polycom vs. a simpler set up based on a PC
  + Need some direction on how best to move forward in this area.
  + Dan Cromer and Ron Thomas are working on this issue.

**Use of shared passwords on selected systems like Accordant** (Ron Thomas)

* Current policy states that passwords cannot be shared. An exception to this rule is forthcoming for systems like Accordant. We will need to compile a list of names in each case where a shared password is necessary.

**Gatorlink Email, students and IFAS Business** (Dan Cromer)

* A policy is forthcoming that deals with this issue. Students that are also employees will need to use a “business” gatorlink rather than their student gatorlink.

**Second Distance Education Classroom or other use for the space on the ground floor in MCCD** (Al Wysocki)

* Ron Thomas believes this space could be renovated and improved for use as a green screen room and/or used for additional hardware and software to support the teaching needs of IFAS. The control room also needs to be updated. Ron will look into the cost of renovating these two areas.

**Use of EventBrite and use of DCE (Distance and Continuing Education)** (Al Wysocki)

* UF policy states that all non-credit coursework needs to be tracked and reported on. IFAS tracks many of these courses through our workload reporting system. We believe this method will satisfy the reporting requirement. There is a small group that is drafting instructions for faculty.

**Mobile Web Applications for IFAS** (Al Wysocki and Pete Vergot)

Current practice is to work on requests for apps on a first come, first served basis. This practice is becoming unwieldy given the number of requests for apps, especially from Extension faculty. There needs to be a process for approving these requests and perhaps prioritizing them. Dan Cromer will bring this issue to the Extension dean’s administrative group.

**Computer access that is denied after 30 days of inactivity – FETL lab** (Al Wysocki)

The group discussed this issue and agreed that among other issues, this would be managed better through some of the administrative changes discussed above as part of the IFAS IT reorganization.

**IFAS IT IMM** (Joe Joyce)

It was decided that the IMM for IFAS IT needs to be reviewed and updated. Dan Cromer will look into putting together a recommendation for updates to the IMM and present at the next meeting.

**ICC Update** (Dennis Brown)

1. Movi/Jabber does not install on win8, InCommon Silver implementation has prevented new accounts from being created. Possible problems with Movi/Jabber on Macs.
2. Problems with Lync where video freezes. IT is looking into this.
3. Wireless WAPs purchased for CEOs.
4. New circuits installed at Quincy, Apopka and Immokalee with VoIP coming in the next 6 weeks.
5. UF-wide license for Qualtrics survey software with Survey Monkey continued for a last year.
6. IT Reporting relationships:
   1. Some units opposed from what little is currently known due to concern that administrative tasks from Central IT will take too much time away from our unit tasks.
   2. Plan is to make IT support better at unit level especially where it isn't currently.
   3. RECs, central IT would play a stronger role in assisting with the hiring of new staff e.g. Lake Alfred/Apopka.
   4. Proposal will bring IT more to the forefront in the minds of the unit heads.
   5. Evaluations for OPS IT workers where there weren't previously.
   6. Inventory support skills at units.
   7. Situations where IT workers perform other duties - these should be documented.
   8. Concerns with broad/general language used in the proposal and isn't clear what it might mean.
   9. Administrative overhead for its own sake is not something ICC favors.
   10. Concern about how disagreements between units and central IT will play out in evaluations.
   11. Disagreements solved by consensus and in the end unit head wins.
   12. Some units spoke in support of the plan (Ft. Lauderdale, Ft. Pierce).
7. Mail-enabled service accounts for student employees, to be solved at the UF level.
8. Getting computers connected to the new wireless is still causing trouble in some units.
9. Units are experimenting with Windows 8 but none have mentioned deploying it yet.

**IFAS IT Update** (Dan Cromer)

1. There was discussion about the need for additional support of Apple products. This is also an issue for the IMM update. Dan will present at the next meeting.