

Chairperson's Notes of the Administrative Systems IT Advisory Committee

Office of Admissions
302 Criser Hall

Wednesday, June 15, 2011
3:00pm – 4:00 pm

In Attendance:

Committee Members-Zina Evans (Chair), Jim Ferrer (CFO), Ken Gerhardt (Graduate School), Kimberly Brown(CALS/IFAS), Jeanna Mastrodicasa (Student Affairs), Bob Miller (Business Affairs), Kim Pace (Academic Affairs), M. Peter Pevonka (Research & Grants)

Absent members: Dave Gruber (Enterprise Systems), Jodi Gentry (HR), Joe Joyce (IFAS), Stuart Hoskins (Finance and Accounting)

Guest: Anna Preznev (Director of Sustainability)

Meeting called to order at 3:03pm

Information Items:

1. Dr. Evans called the meeting to order at 3:03pm. She thanked everyone for attending and went over the agenda for the meeting.
2. The agenda included: (1) Updates regarding the Human Resource Management System upgrade and the Student Data Warehouse project; (2) Updates from the Subcommittees.
3. Greg Dubois gave a summary of the two proposals (HR Upgrade and Student Data Warehouse) both of which have been submitted to the Policy Council.
4. Dr. Evans' shared with the committee some of the different projects currently reviewed by the IT Policy Council.
 - Computer Use Policy
 - Soft launch of UF web page for mobile devices
 - Security Standards and Access for a secure thumb drive and/or mobile device.
5. Jim Ferrer reported for the Business subcommittee regarding feedback they have received; Some of the concerns include:
 - Some of the interfaces with Peoplesoft
 - Committee members plan to speak with Mike Conlon regarding his work on a similar system (2007)
 - Trying to find a system/service for departments that would allow them to get work done without having to build their own systems.
 - Identifying Student Modules that integrate HR and business functions for a university our size.
6. Jeanna Mastrodicasa reported for the Student subcommittee their approach was to ask the following questions and gather feedback:
 - (1)What are students looking for?
Concerns—prefer to pay on-line for different fees, trying to locate information easier than having to go from page to page to find what they are looking for, centralized location for class information
 - (2) Social Media – How to use for students?
Concerns-----They are more technology “savy” than some of their instructors and maybe having a University Center of Teaching location for technology also maybe using the Registrar’s page as a guideline since it seems to be the website available that it is most helpful to locate centralized information for students.

Action Items:

1. Need to deliver a road map for the student service process by the middle of the Fall semester. This change means we need to move the previous timeline up to an earlier time.
2. The roadmap should focus on what services we want to deliver.

Meeting adjourned 3:45pm

THE NEXT MEETING WILL BE ON WEDNESDAY, JULY 20TH @ 3:00 PM IN 302 CRISER HALL