

Chairperson Notes of the Administrative Systems IT Advisory Committee

Enrollment Management
216H Criser Hall

Wednesday, May 16, 2012
3:00 – 4:00pm

In Attendance:

Committee Members –Kimberly Brown (IFAS), Alan Cooke (Warrington Business School), Jim Ferrer (CFO), Ken Gerhardt (Graduate School), Stuart Hoskins (Finance & Accounting), Bob Miller (Business Affairs), Kim Pace (Academic Affairs), Stephanie Gray (Research & Grants)
Ex-Officio Members – Dave Gruber (acting chair - Enterprise Systems), Greg Dubois (Enterprise Systems)

Members Absent: Zina L. Evans (Chair)

Guest: Brandon Vega, (Enterprise Systems)

Meeting called to order at 3:05pm

Information items:

- Discussion regarding the purpose of this group in regards to the service of UF Connect. Dave explained that the administrative governance group exists to provide recommendations on policies, standards and priorities. He listed potential areas where this group could provide direction and guidance: (1) Designation of UF Connect as a standard for managing a departmental intranet and associated team sites. (2) Designate a sub-governance group that would be more directly engaged with oversight of this service. (3) Policy and process for receiving feature requests/improvements and prioritization. (4) Structure for a community support program to allow it to grow more organically. (5) Communications campaign to help with awareness.
- Greg DuBois reviewed with the group the major projects that Enterprise Systems is currently working on and things that are on the horizon. Dave explained how the projects are prioritized into High, Medium, and Low levels as they are handled by Enterprise Systems.

Action Items:

- Brandon Vega has setup a meeting with stakeholders in UF Connect on June 8th to discuss the use of the service and support/training requirements.
- Greg Dubois to add the specific year on planned start and projected finished date on handout given that list all projects.
- Dave Gruber will send out the dates for attending the Gartner Master Data Management Seminar presentation.

Meeting Adjourned @ 3:56pm

Next Meeting June 20th at 3:00pm – 216H Criser Hall