University Planning Council
Information Technology Committee (UPC-IT)

2001 Planning Notebook

Contents

- Meeting Schedule and Agendas
  - March 19 Agenda
  - UPC and UPC-IT Spring 2001 Meeting Schedule

- Committee Information
  - UPC-IT Membership
  - UPC-IT Charter
  - UPC Committees Chart of Responsibilities

- UPC Priorities
  - 2000-2001 Planning Report
  - Progress on 2000-2001 UPC-IT Priorities

- Divisional Priorities
  - Divisional Information Technology Priorities

- CITO Priorities
  - CITO “Hot Issues”
  - CITO Funding Request Priorities
  - Recommended Components of a Student Technology Fee
  - CITO Strategic Priorities Through July 2003

- ITS Projects
  - UWF E-Services Web Sites Architecture
  - List of Major ITS Projects and Initiatives

- Other
  - Education Governance Reorganization Transition Taskforce Report to the Florida Legislature
Meeting Schedule and Agendas
University Planning Council
Information Technology Committee

2001 Planning Cycle, Meeting 1
Monday, 19-March-2001, 9:00 am
Library Foundation Room

Agenda

• Welcome and introductions.

• Review Committee parameters:
  o Spring 2001 meeting schedule.
  o Committee charter.
  o Committee membership.
  o Other Committee responsibilities as charged by Planning Council.
  o Information in NAUTICAL.

• Review last year’s Committee priorities.

• Divisional information technology priorities.

• CITO strategic priorities.

• Current major ITS projects.

• Action plan for the next meeting.
# UPC and UPC-IT Meeting Schedule
## Spring 2001

<table>
<thead>
<tr>
<th>UPC-IT</th>
<th>UPC</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Monday, March 19</strong>&lt;br&gt;9:00 – 10:30 AM&lt;br&gt;Library Foundation Room</td>
<td><strong>March 29</strong>&lt;br&gt;2:00 – 4:00 PM&lt;br&gt;Library Foundation Room</td>
</tr>
<tr>
<td>• Review status of previously-identified strategic planning issues.</td>
<td>• Review Partnership Strategic Plan, Governance, and Legislative Issues.</td>
</tr>
<tr>
<td>• Review new divisional and CITO issues.</td>
<td>• Recognize Community Liaison and Advisory Council.</td>
</tr>
</tbody>
</table>
| • Issue initial UPC report on information technology priorities. | • Receive UPC committee reports and recommendations.  
  o Current issues.  
  o Proposed priorities.  
  o Recommended actions. |
| **March 29**<br>2:00 – 4:00 PM<br>Library Foundation Room | • Consider other current issues.  
  • Make recommendations to administration regarding planning activities. |
| **Thursday, April 12**<br>9:00 – 10:30 AM<br>Library Foundation Room | **April 26**<br>2:00 – 4:00 PM<br>Library Foundation Room |
| • Amend recommendations based on first UPC meeting and further discussion. | • Hear Dean and major unit strategic planning issues. |
| **April 26**<br>2:00 – 4:00 PM<br>Library Foundation Room | **May 22**<br>2:00 – 4:00 PM<br>Library Foundation Room |
| **Tuesday, May 8**<br>9:00 – 10:30 AM<br>Library Foundation Room | **May 22**<br>2:00 – 4:00 PM<br>Library Foundation Room |
| • React to Dean and major unit issues. | • Hear Vice President strategic planning issues. |
| • Finalize recommendations issued to the CITO. | |
| • Issue final report. | |

Committee Information
# UPC Information Technology Committee Membership

In addition to the members listed below, two members of the Community Liaison & Advisory Council also serve: Mr. Bill Greenhut and Dr. Bill Maloy.

The representative from the Division of University Advancement is currently vacant.

* Roger Rowe will serve until the position of Associate Vice President for Administrative Affairs is filled.

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Dept/Title</th>
<th>Term Ends</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Voting Members</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ronald Belter</td>
<td><a href="mailto:rbelter@uwf.edu">rbelter@uwf.edu</a></td>
<td>Faculty, CAS, Natural &amp; Physical Sciences</td>
<td>2001</td>
</tr>
<tr>
<td>Mohsen Guizani</td>
<td><a href="mailto:mguizani@uwf.edu">mguizani@uwf.edu</a></td>
<td>Faculty, CAS, Computational Sciences</td>
<td>2001</td>
</tr>
<tr>
<td>Pamela Northrup</td>
<td><a href="mailto:pnorthru@uwf.edu">pnorthru@uwf.edu</a></td>
<td>Faculty Representative, COPS</td>
<td>2002</td>
</tr>
<tr>
<td>Richard Platt</td>
<td><a href="mailto:rplatt@uwf.edu">rplatt@uwf.edu</a></td>
<td>Faculty Representative, COB</td>
<td>2003</td>
</tr>
<tr>
<td>Caroline Rowe</td>
<td><a href="mailto:crowe@uwf.edu">crowe@uwf.edu</a></td>
<td>Library Faculty Member</td>
<td>2001</td>
</tr>
<tr>
<td>Aaron Wade</td>
<td><a href="mailto:atw2@students.uwf.edu">atw2@students.uwf.edu</a></td>
<td>Student Representative</td>
<td>2001</td>
</tr>
<tr>
<td><strong>Voting, ex officio</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alice Barlar</td>
<td><a href="mailto:dbarlar@uwf.edu">dbarlar@uwf.edu</a></td>
<td>Director, FWB Campus</td>
<td></td>
</tr>
<tr>
<td>Katheryn Fouche'</td>
<td><a href="mailto:kfouche@uwf.edu">kfouche@uwf.edu</a></td>
<td>Representative for Dean, CAS</td>
<td>ex officio</td>
</tr>
<tr>
<td>Wesley Little</td>
<td><a href="mailto:wlittle@uwf.edu">wlittle@uwf.edu</a></td>
<td>Dean, COPS</td>
<td></td>
</tr>
<tr>
<td>Peter Metarko</td>
<td><a href="mailto:pmetarko@uwf.edu">pmetarko@uwf.edu</a></td>
<td>Associate Vice President, Enrollment Services</td>
<td></td>
</tr>
<tr>
<td>P Grady Morein</td>
<td><a href="mailto:gmorein@uwf.edu">gmorein@uwf.edu</a></td>
<td>Director, University Libraries</td>
<td></td>
</tr>
<tr>
<td>Robert Norris</td>
<td><a href="mailto:jnorris@uwf.edu">jnorris@uwf.edu</a></td>
<td>Associate Vice President, University Planning</td>
<td></td>
</tr>
</tbody>
</table>

http://nautical.uwf.edu/org/members/members.cfm?OrgUnitID=ITC 3/16/2001
Douglas Pearson  dpearson@uwf.edu  Assoc Vice President, Student Affairs
Frank Ranelli  eranelli@uwf.edu  Dean, COB  ex officio
Roger Rowe  rrowe@uwf.edu  Associate Vice President, Administrative Affairs *

Non-Voting, ex officio
Michael Dieckmann  mdieckma@uwf.edu  Assistant Vice President, Information Technology

Support Staff
Lorraine Ellis  lellis@uwf.edu  Committee Secretary

CLAC Representatives
Bill Greenhut  gcc@greenhut.com  CLAC Representative
William Maloy  wmaloy@uwf.edu  CLAC Representative

Enter your name, e-mail address, subject, and message in the boxes below and press "Send Message" to distribute your message to all members of the UPC Information Technology Committee listed above.

Your e-mail address:  

Your name:  

Subject:  

CC: (email addresses separated by a comma)  

Message:  

Warning: File names CANNOT have spaces in them.

To add one attachment, click 'Browse'
UPC Information Technology Committee Charter

THE UNIVERSITY OF WEST FLORIDA
UNIVERSITY PLANNING COUNCIL
INFORMATION TECHNOLOGY COMMITTEE

DRAFT 11-14-2000

PENDING REVIEW BY APPROPRIATE COMMITTEES

CHARTER

PURPOSE

To recommend and review goals, objectives, and action plans related to the use of information technology resources and the development of the University's information technology infrastructure. Specific Partnership Strategic Plan Goal responsibilities include Goal A, B.

SPECIFIC RESPONSIBILITIES

1. Review divisional priorities for the use of information technology resources as identified in the annual divisional planning process, and make recommendations for specific goals, objectives, and action plans in support of the University's Partnership Strategic Plan.

2. Monitor and make recommendations for maintaining the quality and effectiveness of University information technology resources.

3. Review, on an annual basis, the status of information technology resources development with respect to objectives established in the University's Strategic Plan, and make recommendations for the continuance or modification of the objectives.

4. Review annually the strategic plan of the information Technology Services department, and the University Technology Plan.

5. Recommend and review University policy on matters relating to information technology resources.

MEMBERSHIP REPRESENTATION

Four faculty members, voting, recommended from each College Council through each Dean, at least one of whom is also a member of the University Planning Council, recommended by the Provost/Vice President for Academic Affairs and
appointed by the University President in consultation with
the Faculty Senate Executive Committee.

In the College of Arts and Sciences, one member shall be
from the broadly defined area of Arts and Humanities or from
the broadly defined area of Social Sciences, and one member
shall be from the broadly defined area of Natural and
Physical Sciences or from the broadly defined area of
Computational Sciences.

In the College of Business and the College of Professional
Studies, members shall be recommended at large.

One Library faculty member, voting, recommended by the
Library Faculty Council through the Director of Libraries to
the Provost/Vice President for Academic Affairs and
appointed by the University President in consultation with
the Faculty Senate
Executive Committee.

One student, voting, recommended by the Student Government
Association President to the Vice President for Student
Affairs and appointed by the University President.

Deans of the Colleges, voting, ex officio.

Director of the Fort Walton Beach Campus, voting, ex
officio.

Director of University Libraries, voting, ex officio.

Associate Vice President for Student Affairs, voting, ex
officio.

Associate Vice President for Administrative Affairs, voting, ex
officio.

Associate Vice President for Enrollment Services, voting, ex
officio.

Associate Vice President for Planning, voting, ex officio.
Two members of the Community Liaison and Advisory Council,
voting

Representative from the Division of University Advancement,
voting, recommended by the Vice President for Advancement
and appointed by the University President.

Chief Information Technology Officer, non-voting, ex
officio, who serves as Chairperson.

**TERMS OF APPOINTMENT**

Three-year staggered terms for faculty members.
One year term for student representative.
Other appointed members, three-year terms.
Others, continuous.

**LEGAL REFERENCES**

N/A

**RECOMMENDATIONS REPORTED TO**
University President through the University Planning Council.

__________________________  ___________
University President Date

**Date modified by Governance Committee**
December 2, 1999

**Date approved by Faculty Senate**
December 10, 1999
**University Planning Council Committees**

<table>
<thead>
<tr>
<th>Responsibilities</th>
<th>University Planning Council</th>
<th>Regional Growth and Development</th>
<th>Marketing, Enrollment Growth, and Retention</th>
<th>Programs and Resources</th>
<th>Facilities Planning and Space Utilization</th>
<th>Information Technology</th>
<th>Diversity and Collegial Culture</th>
<th>Community Liaison and Advisory Council</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Partnership Strategic Plan:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Goal A: Continually Developing UWF</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Goal B: Providing Programs of Distinction</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Goal C: Enrollment Growth and Retention</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Goal D: Diversity and Collegial Culture</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Goal E: Partnerships and Communications</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Goal F: Regional Education</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Goal G: Regional Economic Development</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Goal H: Protecting Natural Resources</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td><strong>Governance Restructure Plan Issues:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Collective Bargaining</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>2. Tuition and Fees</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>3. Hiring/Termination of Institutional Presidents</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>4. Government in the Sunshine Privision</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>5. Criteria/Process for Board Appointments</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>6. Academic Program Creation/Termination</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>7. Florida On-Line High School</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>8. Partnership for School Readiness</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>10. Salaries - Commissioner, Chancellor, Exec.</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>11. Timeline - Acceleration of BOE and Univ Boards</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>12. Department of Education Reorganization</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>13. Integration of Non-Profit/Non-Trad Ed Providers</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>
The University of West Florida
Strategic Planning Approach
The University Planning Council
Functional Organization
2000-2001

University President
Morris Marx

University Planning Council
Parks Dimsdale, Chair

Community Liaison Advisory Council (CLAC)
Chair: John Tice

Purpose: To represent the Northwest Florida Community in providing advice, guidance, and support for the continuing development of UWF, as defined in the Partnership Strategic Plan. The Council's role is advisory to the University President and other executive officers.

Strategic Planning Coordination
Jerry Norris

Purpose: To coordinate Strategic Planning processes including planning and scheduling UPC meetings and activities, developing meeting agendas, issues, coordinating committee assignments and activities, and assure consistency with the University Mission, Goals, and Objectives, and Action Plans.

Steering Committee
Parks Dimsdale, Chair

Purpose: To act as the Steering Committee for the University Planning Council.

Regional Growth and Development Committee
Rick Harper, Chair

Purpose: To recommend and review UWF goals and objectives related to promoting and enhancing partnerships with the community and improving communications between UWF and the region.

Marketing, Enrollment Growth, and Retention Committee
Pete Metarko, Chair

Purpose: To recommend and review UWF goals and objectives related to marketing UWF and to student enrollment growth and retention.

Programs and Resources Committee
Bill Carper, Chair

Purpose: To recommend and review UWF goals and objectives related to developing UWF as a distinctive, comprehensive university, including program offerings and resource utilization.

Facilities Planning and Space Utilization Committee
Phil Turner, Chair

Purpose: To recommend and review UWF goals and objectives related to continually developing UWF facilities and utilizing UWF space.

Information Technology Committee
Mike Dieckmann, Chair

Purpose: To recommend and review UWF goals and objectives related to the continual development of the use of information technology resources and the development of UWF's information technology infrastructure.

Diversity and Collegial Culture Committee
Roz Fisher, Chair

Purpose: To recommend and review UWF goals and objectives related to promoting diversity and a collegial culture among faculty, staff, students, and community.

Goal Responsibilities: Monitoring and reporting progress toward the attainment of UWF goals, objectives, and action plans including especially goals A, E, F, and G.

Goal Responsibilities: Monitoring and reporting progress toward the attainment of UWF goals, objectives, and action plans including especially goals A and C.

Goal Responsibilities: Monitoring and reporting progress toward the attainment of UWF goals, objectives, and action plans including especially goals A, B, and H.

Goal Responsibilities: Monitoring and reporting progress toward the attainment of UWF goals, objectives, and action plans including especially goal A.

Goal Responsibilities: Monitoring and reporting progress toward the attainment of UWF goals, objectives, and action plans including especially goal A and D.

Approved April 17, 2000
UPC Priorities
April 27, 2000

TO: University Planning Council

FROM: Information Technology Committee
       Michael Dieckmann, Chair


As part of the 2000-2001 strategic planning cycle, the Information Technology Committee makes the following recommendations to the University Planning Council:

Policy Proposals

The following two proposals come in the form of motions from the Committee:

1. The Information Technology Committee recommends that the University officially adopt and implement the policy that all new classroom construction and renovation projects must include *equipping the affected classrooms for instructional technology*, including network access and multimedia presentation abilities for instructors.

2. The Information Technology Committee recommends that the University officially adopt and implement the policy that all building construction or renovation projects must include *providing data network service* to the appropriate areas in the new or renovated spaces.

Other Recommendations

The Committee wishes to officially note its support of the report issued by the Distance Learning Committee.

Priorities for Information Technology

Of the sixteen University priorities for Information Technology identified in last year’s planning report, two have been completed, and substantial progress has been made on five other priorities. The status of these priorities is recapped in the table at the end of this report.

The Committee urges that the fourteen incomplete priorities remain key issues for planning at UWF. The Committee also recommends that special emphasis be given to the following priorities:

- Technology equipping classrooms.
- Continuing to improve the data network and Internet connectivity.
- Automated student services (COMPASS, web registration, web admissions).
- Improving local computing support.
In addition, the Committee recommends that the following four priorities be added to the list:

1. Support the technology needs of students with alternative needs (adaptive technology and ADA issues), including adhering to ADA standards for web pages.

2. Acquire a University site license, or other mechanism, to make Adobe Acrobat PDF production available to all UWF departments.

3. Provide better support for Macintosh computer users, especially software support, possibly contracting externally for this service.

4. Encourage student computer ownership via special purchase/lease plans and other incentives.

### Progress on 1999-2000 University Information Technology Priorities

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1A Deploy web-based course registration. <strong>SUBSTANTIAL PROGRESS.</strong></td>
<td>A pilot implementation of web registration will be tested in the Summer of 2000; full implementation will be available in November 2000.</td>
<td>Continue project and move on to successive phases of enhancing the pilot system.</td>
</tr>
<tr>
<td>1B Deploy web-based admissions application.</td>
<td>On hold, pending State plans for the FACTS system admissions module.</td>
<td>Use the FACTS system to enable full admissions application processing via the web.</td>
</tr>
<tr>
<td>1C Continue COMPASS development. <strong>SUBSTANTIAL PROGRESS.</strong></td>
<td>COMPASS was expanded to include the services shown in Figure 1 at the end of this report.</td>
<td>New services will be continually added to COMPASS as part of the StudentsFirst project.</td>
</tr>
<tr>
<td>1D Continue deploying COMPASS kiosks. <strong>COMPLETED.</strong></td>
<td>Five COMPASS kiosks were deployed at strategic locations, to draw visibility to COMPASS services. These locations are: Building 18, Building 22, Library, Building 20, FWB Building 1.</td>
<td>COMPASS is available worldwide on the world-wide web. There are currently no plans to deploy additional COMPASS kiosks.</td>
</tr>
<tr>
<td>2A Insure all new classroom construction &amp; renovation includes technology.</td>
<td>No verifiable process in place.</td>
<td>See proposed policy recommendation.</td>
</tr>
<tr>
<td>2B Develop comprehensive plan for classroom technology improvement. <strong>SUBSTANTIAL PROGRESS.</strong></td>
<td>Classroom Technology Initiative was proposed by ITS. Provost identified $97K of funding to begin project, which will begin with upgrade of current high-tech classrooms in Summer 2000.</td>
<td>Recommend that budget of $150,000 per year be established for the next five years, with the goal of equipping or upgrading six classrooms per year. Ten percent of this budget will go to maintenance of already-equipped classrooms.</td>
</tr>
<tr>
<td>-------------------</td>
<td>----------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>3A Insure all new construction or renovation includes full cost of networking.</td>
<td>No verifiable process in place.</td>
<td>See proposed policy recommendation.</td>
</tr>
<tr>
<td>3B Develop multi-year plan for expansion of the data network. <strong>SUBSTANTIAL PROGRESS.</strong></td>
<td>Internet connectivity was upgraded to 45 Mbps.</td>
<td>See <strong>FAST LAN Network Upgrade Proposal</strong> at the end of this report.</td>
</tr>
<tr>
<td>3C Provide network connectivity to student residence halls. <strong>SUBSTANTIAL PROGRESS.</strong></td>
<td>Village I and II and John G. Martin Hall will have network connectivity in Fall 2000.</td>
<td>Implement ResNet support program as joint effort of ITS and Student Affairs.</td>
</tr>
<tr>
<td>4A Develop comprehensive plan for providing local support.</td>
<td>No progress.</td>
<td>Establish one Macintosh technical support position in ITS to help serve all Macintosh users.</td>
</tr>
<tr>
<td>4B Fund the support program as quickly as possible.</td>
<td>No progress.</td>
<td>Address divisional goals for retention of skilled technology support staff.</td>
</tr>
<tr>
<td>5A Create multi-discipline task force to define distance learning priorities. <strong>COMPLETE.</strong></td>
<td>Provost commissioned Distance Learning task force which has issued “Virtual UWF” proposal.</td>
<td>Support the Virtual UWF proposal.</td>
</tr>
<tr>
<td>5B Begin planning for additional videoconferencing studios.</td>
<td>No progress.</td>
<td>Address collegiate priorities for distance delivery.</td>
</tr>
<tr>
<td>5C Increase connectivity to the University’s videoconferencing network. <strong>SOME PROGRESS.</strong></td>
<td>Maintenance of the videoconferencing network was outsourced to GCT technologies. ISDN-based videoconferencing was enabled in the Building 10 conference room.</td>
<td>Address collegiate priorities for distance delivery.</td>
</tr>
<tr>
<td>6A Develop data warehouse and OPERA-IS. <strong>SOME PROGRESS</strong></td>
<td>Data warehouse technical architecture has been developed and prototype development is underway by University Planning.</td>
<td>Continue project.</td>
</tr>
<tr>
<td>6B Develop information systems for academic department chairs.</td>
<td>No progress.</td>
<td>Academic Affairs should perform a requirements analysis of the management information needs of academic department chairs.</td>
</tr>
</tbody>
</table>
The UWF campus networks (Pensacola and Fort Walton Beach) consist of two types of backbone connections; SLOW LAN provides buildings with a 10 Mbps connection to the core network, while FAST LAN provides buildings with a 200 Mbps connection to the network.\footnote{The 200 Mbps represents a “duplexed” 100 Mbps connection; that is, simultaneous 100 Mbps uplink and 100 Mbps downlink, for a total volume of 200 Mbps of traffic.}

On the Fort Walton Beach campus, six buildings are networked (1, 2, 3, 4, 7, and 8). Of these, all are FAST LAN connections except for Building 3.

On the Pensacola campus, seven buildings are networked with FAST LAN (Buildings 13, 22, 32, 58, 58A, 89, and 90). Forty-three buildings are networked with SLOW LAN.

ITS recommends that fifteen buildings per year be upgraded to FAST LAN connections over the next three years. Priorities for fifteen buildings to be FAST LAN networked in 2000-2001 include Buildings 13, 18, 21, 22, 36, 38, 41, 50, 51, 58, 76, 77, 78, 85, and 86.

The average cost of upgrading a building to FAST LAN is $20K in capital equipment and $3K in annual maintenance contract costs. Thus, a three-year program to move 15 buildings per year to FAST LAN would cost $300K per year in capital costs and $45K per year in new annual maintenance costs. A slower plan, upgrading ten buildings per year over four years, would cost $200K per year in capital equipment and $30K per year in new annual maintenance.
Size Comparison of Common Network Speeds

- **100 Mb/s High speed LAN**
- **45 Mb/s High Speed Internet**
- **10 Mb/s Standard LAN**
- **T-1 Standard WAN**
- **1000 Mb/s (GigaBit) New High Speed LAN**
- **56 Kb/s Home Modem**
  - UWF's Pensacola Dial-In Service
- **UWF SLOW LAN Backbone**
- **UWF FAST LAN Backbone is Two of These**
- **UWF's Pensacola internet Connection via FIRN**
- **Under-Construction Link from Building 37 to Building 79 for Video Serving (requires single-mode fiber)**
- **UWF's WAN Connections to FWB Campus and Pensacola Downtown Center**
Priorities of Special Emphasis

Technology equipping classrooms.
- COPS equipped 86/108 and 86/111.
- Classroom Technology Initiative equipped:
  - Bldg 11 – 201, 211*, 223.
  - Bldg 41 – 134, 136.
  - Bldg 52 – 162.
  - Bldg 74 – 103*, 104*, 105, 107, 109*.
  - Bldg 78 – 145.
  - Bldg 82 – 206.
  - FWB Bldg 3 – 355, 357.
  - (*) = still being constructed

Continuing to improve the data network and Internet connectivity.
- Main router upgraded.
- All core network switches moved to gigabit architecture.
- Network firewall purchased, awaiting setup and installation.
- T1-level service extended to Eglin site.
- All wide area network (WAN) routers are being upgraded.
- Switch upgrades occurred in Commons, 20E/20W, Library, and 88 (WUWF).
- The following buildings have been identified as top priorities for switch upgrades based on density of ports in the building: 10, 18, 36, 41, 50, 52, 53, 58, 70, 74, 76, 77, 79 (Computer Science wings), 85, 86.

Automated student services (COMPASS, web registration, web admissions).
- Web registration was deployed.
- LightHouse web site (E-Services for prospective students) is now available. Thus far, LightHouse has been used by 2310 students, of which 1284 enrolled at UWF.
- Web-based admissions application at both UWF (LightHouse) and FACTS will come online in April.
- COMPASS was expanded to include course search, course registration, enrollment certification, PIN security, and personal information privacy control.

Improving local computing support.
- College of Professional Studies established Departmental Support Provider (DSP) program.
- Computer Science hired second support technician.
- Nautilus card office is hiring computer support technician.
- Karen Barth is transferring from ITS to College of Arts & Sciences for faculty support.
- Prometheus is being established as a service with distributed collegiate Prometheus administrators.
- ITS is providing special training for Local Support Providers (LSPs), and offering seats to LSPs when commercial training is brought in-house.
New Priorities Added in 2000

Support the technology needs of students with alternative needs (adaptive technology and ADA issues), including adhering to ADA standards for web pages.
- ADA workstations added to Fort Walton Beach computer labs.
- ADA web guidelines developed by University committee.

Acquire a University site license, or other mechanism, to make Adobe Acrobat PDF production available to all UWF departments.
- Site license would cost over $50K annually; issue was dropped.

Provide better support for Macintosh computer users, especially software support, possibly contracting externally for this service.
- ITS hired Macintosh technician for Helpdesk, but that person did not remain with ITS.

Encourage student computer ownership via special purchase/lease plans and other incentives.
- No progress other than providing ResNet.

Priorities Continued from 1999

Deploy web-based course registration.
- Completed.

Deploy web-based admissions application.
- Will be completed in April 2001.

Continue COMPASS development.
- Mentioned above.
- Next phase is web-based credit card and Nautilus card acceptance, and Nautilus card balance.

Insure all new classroom construction & renovation includes technology.
- Policies and procedures in place.

Develop comprehensive plan for classroom technology improvement.
- Phase 1 of Classroom Technology Initiative equipped 15 classrooms.
- Next priority is modernization of 8 older classrooms originally equipped in 1995.
- Expansion to additional classrooms will require a classroom technology support technician.
Insure all new construction or renovation includes full cost of networking.
  - Policies and procedures in place.

Develop multi-year plan for expansion of the data network.
  - Plan is underway; need funding.

Provide network connectivity to student residence halls.
  - ResNet includes Village East, Village West, and Martin Hall.
  - ResNet will include new hall coming online in Fall 2001.
  - Older “pizza hut” dorms will require wireless for connectivity; not currently funded.

Develop comprehensive plan for providing local support. Fund the support program as quickly as possible.
  - No change.

Begin planning for additional videoconferencing studios.
  - No change.

Increase connectivity to the University’s videoconferencing network.
  - H.323 (Internet-based videoconferencing) added to existing studios, allowing extension to any H.323-equipped site.

Develop data warehouse and OPERA-IS.
  - University Planning continues work on this project; development server has been established.

Develop information systems for academic department chairs.
  - No major change.
  - ITS emphasis has been Report Navigator for increasing information accessibility.
Divisional Priorities
Divisional Information Technology Priorities

Academic Affairs
⇒
⇒
⇒
⇒

Administrative Affairs
⇒
⇒
⇒
⇒

President’s Division
⇒
⇒
⇒
⇒

Student Affairs
⇒ Expansion of the ResNet system with the opening of the new student residence hall.
⇒
⇒
⇒

University Advancement
⇒
⇒
⇒
⇒
CITO Priorities
Chief Information Technology Officer

"Hot Issues"

- Responding to administrative information systems changes imposed by the Florida Educational Governance Transition.
  - Implementing new financial systems for UWF.
  - Preparing to conduct full payroll operations at UWF.
  - Future of the Payroll System Consortium.
  - Becoming more independent of the Northwest Regional Data Center.

- Improve the University’s data network infrastructure to full gigabit service on the backbone and switched 100 mbps service to the desktop, and improve wide-area network connections to branch campuses and centers.

- Technology-equip and network-equip all classrooms, and provide all faculty with powerful notebook computers.

- Establish a culture of life-cycle funding for technology, and improve the process for acquisition of information technology resources.

- Establish a student technology fee to fund IT services provided to all UWF students.
  - Electronic mail licensing.
  - Extend Microsoft Campus Agreement to students.
  - Support printing in open-access computer labs.
  - Support other services of open-access computer labs.
  - Support adequate dial-in service.
  - Internet access.

- Establish a comprehensive University plan for student computer labs, and standardize open-access computer labs.

- Improve the reliability and scalability of enterprise information services.
  - Electronic mail for students and faculty/staff.
  - Web sites.
  - File storage services and ArgoNet environment.

- Equip the University with a robust electronic course delivery and distributed learning platform, highly integrated with the ArgoNet environment, using Prometheus.

- Equip UWF with a robust E-Business environment.
  - Establish an enterprise-wide messaging service, with electronic forms capability.
  - Complete Report Navigator project (E-Paper phase 1).
  - Establish Document Imaging capability (E-Paper phase 2).
  - Establish electronic signature authority and workflow capability (E-Paper phase 3).

- Continue to deploy E-Services to UWF prospective students, current students, faculty, and staff using NAUTICAL, Crew’s Control, COMPASS, LightHouse, and FirstMate.

19-March-2001
Chief Information Technology Officer

Funding Request Priorities for 2001-2002

Note: These funding requests cover University information technology needs and not ITS operational needs.

<table>
<thead>
<tr>
<th>Item</th>
<th>One-Time</th>
<th>Recurring</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address top 14 building network improvements</td>
<td>$500,000</td>
<td></td>
</tr>
<tr>
<td>Acquisition of financial information systems</td>
<td>???</td>
<td>???</td>
</tr>
<tr>
<td>Classroom Technology Initiative</td>
<td>$100,000</td>
<td>$55,000</td>
</tr>
<tr>
<td>Upgrade FWB campus core network infrastructure</td>
<td>$55,000</td>
<td></td>
</tr>
<tr>
<td>Upgrade FWB Internet connectivity to T-3</td>
<td>$4,000</td>
<td>$25,000</td>
</tr>
<tr>
<td>Establish 45-seat central campus student computer lab</td>
<td>$150,000</td>
<td>$55,000</td>
</tr>
<tr>
<td>Upgrade enterprise servers (email, web, etc.)</td>
<td>$100,000</td>
<td></td>
</tr>
<tr>
<td>Additional Prometheus costs</td>
<td>$30,000</td>
<td></td>
</tr>
<tr>
<td>Additional university software site-licensing</td>
<td></td>
<td>$35,000</td>
</tr>
<tr>
<td>Establish student technology services fee</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTALS: $939,000 $170,000

---

1 Recurring funding is for classroom technology support technician: $40K salary rate.
2 Recurring funding is for student computer lab support technician: $40K salary rate.
**Recommended Components of a UWF Student Technology Services Fee**

Cost components are annualized.

Recommend that, as every enrolled student receives the full access to the benefits of these technology services regardless of course load, each enrolled student would pay the full fee. Payment would be required once per academic year.

The philosophy of the fee is **not** to pass instructional or general University technology costs to the student. Rather, the fee provides support for general information technology services that are provided to UWF students merely as a privilege of being enrolled at UWF. The fee does **not** support the provision of such services to University faculty or staff.

**Recommended Student Technology Services Fee Components:**

<table>
<thead>
<tr>
<th>Service</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per-student licensing of the student email software</td>
<td>$5.00</td>
</tr>
<tr>
<td>Per-student licensing of the Microsoft Campus Agreement</td>
<td>$20.00</td>
</tr>
<tr>
<td>Operational costs of student email servers</td>
<td>$5.00 *</td>
</tr>
<tr>
<td>Student dial-in services</td>
<td>$8.00 *</td>
</tr>
<tr>
<td>Printing in open-access computer labs</td>
<td>$2.00 * (1)</td>
</tr>
<tr>
<td>Services provided in open-access computer labs</td>
<td>$5.00 *</td>
</tr>
<tr>
<td>Internet access</td>
<td>$5.00 *</td>
</tr>
</tbody>
</table>

*$ indicates only partial cost recovery for this service.

(1) First XXX pages of student printing each term is provided free. After that, students will pay additional charge to increase printing limit.
Chief Information Technology Officer
Strategic Priorities
Planning Horizon: Through 2002-2003 Academic/Fiscal Year

Prepared for the University Planning Council Information Technology Committee.
March 19, 2001

= priorities of highest emphasis

Strategic priorities for information technology infrastructure:
- Complete the upgrade of the core network infrastructure to gigabit Ethernet at both the Pensacola and Fort Walton Beach campuses.
- Complete the upgrade of the inter-building network backbone to 100 mbps Ethernet or higher for all campus buildings.
- Upgrade all campus building networks to 100 mbps switched Ethernet for all internal connections.
- Establish a network firewall for security.
- Develop a long-range plan for the fiber optic cable network.
- Improve Internet and ArgoNet connectivity to the Fort Walton Beach campus and to all branch centers.
- Ensure that the University has adequate, modern, and standardized open access student computer labs.
- Develop a disaster recovery plan for all critical information technology infrastructure.
- Provide wireless network connectivity for mobile computing devices in classrooms and common spaces such as the Library and University Commons.
- Ensure that the University maintains adequate remote access to the University network using the proper mix of University-provided services and commercially-available alternatives.
  - Complete the modernization of the University data center facility.
  - Establish a redundant, backup Internet connection as an alternative to FIRN.
  - Make videoconferencing facilities more widely available for both academic and administrative use.
  - Improve the security of all communication closets.

Strategic priorities for enterprise information systems and enabling technologies:
- Migrate all enterprise services to a robust and scalable, fault-tolerant architecture based on network-attached storage and clustered servers.
- Deploy an enterprise messaging service supporting electronic mail, electronic forms, scheduling, digital signatures, workflow processing, and collaboration services.
- Deploy the Report Navigator system.
- Deploy document imaging technology for key applications.
- Deploy an integrated directory service for authentication and authorization of all enterprise services.
Strategic priorities for support of instruction and research:
- Deploy a robust course delivery and distributed learning platform.
- Equip all UWF classrooms for use of network and multimedia technologies.
- Assist Academic Affairs in developing a comprehensive plan for instructional student computer labs.
- Provide powerful notebook computers for all faculty.
  - Put in place needed software site-licenses.
  - Provide support for wireless-aware laptop computers in all classrooms.
  - Deploy a video server to support instruction via the Internet and web.

Strategic priorities for student services:
- Improve ADA compliance and support for clients with disabilities who use computer labs, technology-equipped classrooms, and electronic services such as web pages.
- Extend the Microsoft Campus Agreement to students.
- Acquire approval for a student technology services fee.
- Standardize and modernize all open-access student computer labs into an integrated framework; consolidate open-access labs.
  - Extend ResNet to all UWF student living units.
  - Improve student technology support provided at the Internet help desk.

Strategic priorities for administrative information systems:
- Implement new financial management systems and a new purchasing system.
- Implement credit card processing via the web.
- Deploy automated student financial aid award packaging.
- Deploy and enhanced student recruiting and admissions processing system.
  - Develop a long-term plan for the Payroll System Consortium.
  - Fully develop LightHouse services for prospective students.
  - Fully develop FirstMate services for employees.
  - Use Crew’s Control to move all “casual” use of the mainframe (CICS) to web-based services.
  - Become more independent from mainframe processing at the Northwest Regional Data Center.

Strategic priorities for University-wide information technology support services:
- Improve local computing support in all University divisions and colleges.
  - Establish a better computer training facility for faculty and staff.
  - Improve technology orientation for new students, faculty, and staff.
Strategic priorities for information technology governance, policy, and public awareness:

- Establish a culture of life-cycle funding for information technology investments.
- Improve the procurement and acquisition of information technology resources.
- Establish a long-range budget model for the data network.
- Ensure that ITS plans are aligned with University strategic priorities, under the guidance of the UPC-IT Committee.
  - Establish a University policy governing the provision of information technology services to retirees and emeriti faculty and staff.
  - Review and upgrade all University information technology policies.

Strategic priorities for the Information Technology Services department:

- Integrate all administrative computing workgroups under the direction of a Director of Administrative Computing Services.
- Integrate the faculty/staff and student/Internet helpdesks.
- Hire an ITS Communications Officer to improve ITS client communication programs.
- Separate all costs for University information technology “utilities” into a budget separate from the ITS budget, to enable better financial accountability.
- Develop computer operators into more advanced technical support personnel.
  - Establish service level agreements with clients for all key ITS services.
  - Hire a new Director for Infrastructure Services when funding permits.
ITS Projects
UWF's E-Services Architecture

E-Services are "advertised" to the public world, as appropriate, via the University home page (http://uwf.edu)

LightHouse
http://lighthouse.uwf.edu
E-Services for prospective UWF students.

COMPASS
http://compass.uwf.edu
E-Services for current UWF students.

FIRSTMATE
http://firstmate.uwf.edu
E-Services for UWF employees.

NAUTICAL infrastructure
UWF's campus-wide information system

Crew's Control
Web-based services used by faculty and staff to support E-Services provided to clients.

Office Mate
Web-based E-Business services that deliver University business processes to UWF faculty and staff.
General Information
- Address Change
- ArgoNet Information
- Holds
- Personal Information
- PIN Security
- Privacy Information

Enrollment
- Class Schedule
- Course Search
- Enrollment Certification Request
- Grades
- Registration, Drop/Add and Trial Schedule
- SASS Audit
- VA Enrollment Certification Form
- Withdrawal

Financial
- 1098-T
- Account Balance (Fees)
- Financial Aid Delivery
- Financial Aid Status

Notice Campus Notification: There will be a UWF Network Outage on Saturday, March 17th, from 11:00pm to 2:00am. ITS will be performing upgrades to the UWF primary network router. During that time campus computer network services will be down; this includes email, Meeting Maker, internet browsing on-campus or via dial-up, and ResNet.

Notice -- Dial-up services will be down on March 22 from 8am to 5pm due to scheduled maintenance.

View Calendar

Send your comments to: compass@uwf.edu
You are currently eligible to use the COMPASS system which will provide you with access to additional services.

Announcements

There are currently no announcements.

View Calendar
General Information

- PIN Security

Human Resources

- Employee Demographic Information - Currently Beta Testing.
- Employee Directory - Currently Beta Testing.
- Leave Balances - Currently Beta Testing.

Payroll

- Employee Deductions - Currently Beta Testing.
- Employee Earnings - Currently Beta Testing.

Information Technology Services

(Enrollment) - Public Lab IP Collection: If you run a public lab on campus, please give us the IP addresses of those machines. In an effort to accurately report the usage of the upcoming COMPASS project, we want to track where students are accessing the system.

What is FirstMate?

Blue Cross/Blue Shield  Board of Regents  COMPASS  Crew’s Control  FL Div of Retirement  Human Resources  LightHouse  NAUTICAL  UWF Home  WebMail

Send your comments to: nautical@uwf.edu

Major ITS Projects and Initiatives Currently in Progress  
March 2001

Information Technology Infrastructure

Core network upgrade. Retire the CISCO router and Cabletron 9000 switch, and upgrade all core network infrastructure to gigabit Ethernet.

Campus backbone upgrade. Upgrade all inter-building backbone connections to 100 mbps or gigabit Ethernet.

Network firewall. Implement firewall protection for the UWF network.

Wide Area Network (WAN) Upgrade. Upgrade the Eglin circuit to T1. Upgrade routers on all wide area network services. Upgrade on-campus WAN circuits to remote campus buildings to T1 speed.

Campus building upgrades. Upgrade campus buildings to gigabit switches and switched 100 mbps port connections as funding permits. Upgrades are currently in progress for building 10 and building 12 as required by the Millennium system upgrade. Major upgrade to Computer Science network has been designed but is awaiting funding.

DNS and DHCP. Develop a new IP address architecture for the University and migrate the campus to dynamic IP assignment (DHCP). Deploy a new domain name service (DNS) using Windows 2000 services.

Infrastructure management. Continuing deployment of utilities for network monitoring and management, and automated monitoring of enterprise servers.

Dial-in service upgrade. Upgrades to the firmware on dial-in servers, and upgrades to the authentication server. Next phase will be migration of dial-in authentication to the new active directory service.

Comprehensive risk assessment. In response to audit finding, develop comprehensive risk assessment for all mission-critical information technology services.

University data center. Ongoing modernization of the university data center facility in building 79. Most recent upgrade was expansion of the uninterruptible power supply (UPS) service. Next focus is on improved network cabling and facilities to house servers administered by University departments other than ITS.

Enterprise Servers

High-availability architecture. Migration of all key enterprise services to a robust and scalable clustered multi-server environment.

Storage area network (SAN). Implement network-attached storage in the form of a storage area network (SAN), initially for support of the Exchange servers.
**Microsoft Exchange Server.** Deployment of Microsoft Exchange 2000 as the enterprise messaging platform. Phase 1 is migration of student email to Exchange. Phase 2 is migration of faculty/staff email to Exchange. Phase 3 is replacement of Meeting Maker with Exchange-based scheduling services.

**Cold fusion clustering.** ITS is migrating all enterprise servers to a redundant clustered environment. The first step is moving the NAUTICAL servers to a clustered environment.

**Active Directory Service and ArgoNet II.** ArgoNet is UWF’s integrated authentication and authorization environment for usernames and passwords. The next release of ArgoNet (ArgoNet II) will move all directory services to Microsoft’s Active Directory Services, and will involve the replacement of all enterprise Novell servers with Microsoft Windows 2000.

**Educational Technology**

**Prometheus.** The WebCT platform for course management and distributed instructional delivery is being replaced with Prometheus from George Washington University. Currently, we are awaiting release 5 of Prometheus for deployment (the current version, 4.1, has problems that have prevented deployment). While work on release 5 proceeds, we are integrating Prometheus into the ArgoNet environment.

**Classroom Technology Initiative.** Phase 1, which equipped 15 classrooms, will be complete in May 2001. Planning is underway for phase 2, which will concentrate on upgrading older classrooms that were originally equipped in 1995. ITS also provides semestery training to all faculty teaching courses in the technology-equipped classrooms.

**Save the Films.** This project is converting all of UWF’s 16 mm reel-to-reel films to VHS tape. The University of Florida has also become a major client of this project. The next phase will produce masters of all films on DVD for preservation and retention.

**Microsoft Campus Agreement.** The Microsoft Campus Agreement was recently renewed for another year, and distribution procedures are being improved in cooperation with the Library. Planning is underway to implement the Campus Agreement for students in 2002-2003.

**Academic Software Licensing.** Continuing deployment of software needed to support instruction in the open access computer labs.

**LISTSERV.** The electronic mailing list service recently underwent a major upgrade. This service is primarily used by faculty for course support. The final phases of this project focus on documentation of policies and procedures.

**Partnership with the Center for Teaching and Learning.** ITS provides support to the Center for programs such as the Faculty Laptop Initiative and Summer Technology Training.

**Laptops in the classroom.** ITS is prototyping a laptop cart that deploys laptop computers for student classroom use via wireless networking.
Video and Television

**VideoServer.** Deployment of a robust platform for delivering video over the Internet and web, primarily for instructional purposes.

**Administrative videoconferencing.** Upgrade the Building 10 videoconferencing unit to support H.323 (Internet-based) videoconferencing. Establish videoconferencing capability in the Building 12 Alumni Room using ITS’ SmartBoard.

**UWF-TV programming.** Ongoing development of new programming for University advancement, instructional support, and community services for UWF-TV channel 4.

Student Services

**Electronic mail.** Work is underway to move student email platform to Microsoft Exchange, and replace WebMail with Outlook Web Access.

**ResNet.** Residential data networking to UWF student living units. Online units include Village East, Village West, and Martin Hall. Newly constructed living hall will come online in August 2001.

**Wireless networking.** Study is underway to design wireless networking service for student common areas such as the Building 79 student lounge, Library, and University Commons to support the use of mobile computing devices such as notebook computers.

**SAIL and ArgoNet Labs.** Ongoing improvement of the SAIL lab and related ArgoNet open access computer labs such as the CyberLounge. Current efforts include upgrading COMPASS and express service stations; improving printing services; improving support for students with disabilities; expanding software offered in the labs; and cyclical workstation upgrades. Work is also underway to integrate the Student Success Program labs with the ArgoNet environment.

**SAIL lounge.** ITS is planning to renovate the Building 79 student lounge and extend certain SAIL lab services to that site.

**Basic student computing package.** Define the basic package of information technology services to be provided to all UWF students, and seek technology fee support for provision of these services.

**Student Technology Guide.** ITS will release a comprehensive student guide to information technology at UWF in Fall 2001.

**EDUCAUSE Consumer’s Guide to Information Technology on Campus.** EDUCAUSE has published a student guide to evaluating campus information technology services. ITS is developing publications and a web site that responds to the EDUCAUSE rating criteria so that current and prospective students can evaluate UWF’s information technology environment using these popular rating criteria.

**Print Queue Administration (PQA) 2001.** Enhancement of the PQA student printing service to allow more flexible printing quotas, options for for-fee printing, and more distributed use of PQA.
Client Services

Integrated helpdesk. Merger of the faculty/staff and student/Internet helpdesks into a single unit.

MAGIC. MAGIC is a web-based system for work order tracking, which is being deployed throughout ITS in order to improve tracking and servicing of client requests.

Public service and client communications. ITS is hiring a Communications Officer, who will revamp ITS’ client communications and public service announcement efforts.

Strategic Training Initiative. ITS partners with Human Resources to deliver strategic information technology training and Microsoft application training to UWF faculty and staff, using both in-house staff and external training providers.

Student orientation. ITS has aided in the technology enhancement of student orientation and supports many orientation activities using open-access student computer labs. ITS also produces technology orientation packets for transfer students.

LSP support. Ongoing training and support program for Local Support Providers (LSPs).

Administrative Information Systems


Credit card processing. Add capability to mainframe information systems to accept credit card payments from students.

Classroom scheduling. Deployment of the SCHEDULE25 classroom scheduling package, along with associated web services including a web-based classroom inventory and directory and electronic classroom requests. Also includes documenting the technology facilities in each classroom.

Payroll system consortium. Current focus is on adding data elements to the system and preparing to process payroll independently of the State Controller.

Property on the web. Move all property processing from the CICS mainframe interface to Office Mate in NAUTICAL.

Auditron charge processing. Move this system from the mainframe to a PC-based system.

Automated invoicing system. Extend the contract and grants electronic invoicing system to a general-purpose electronic invoicing system for all business services.

Financial management systems. Deploy new financial management systems to replace SAMAS (accounting), SAMAS/FLAIR (purchasing), and services provided by the State Controller, as necessitated by the educational governance transformation in Florida.

Online purchasing. With the collapse of the SUS TOPAS project, which was to provide a system-wide online purchasing system, UWF now begins work on a web-based purchase requisition processing system.
Automated time cards and leave reports. Allow for submission of time cards and leave reports over the web.

Automated recruiting support. Allow for employment applications to be submitted via the web, and automate all support for the recruiting process and search committee activities.

Millennium upgrade. Aid University Advancement in upgrading Millennium servers and deploying the current release of the Millennium system.

Budget Management System. A project of the Payroll System Consortium, this effort is developing a web-based budget management system, including digital signature and authorization technology.

Student Advising Support System (SASS). Ongoing enhancements.

Annual financial aid changes. This is a massive annual process which implements ongoing changes initiated by the federal government and other agencies involved in student financial aid. Current focus is on changes in student loan processing.

Housing. Ongoing implementation of the CBORD system for housing management.

Construction management. Develop databases and utilities to aid the Physical Plant Business Manager in the management of construction expenditures.

E-Services and E-Business

LightHouse. E-Services web site for prospective students. Current work focuses on deployment of online admissions application and automated support for orientation services to prospective students. See http://lighthouse.uwf.edu.

COMPASS. E-Services web site for current students. Current work focuses on credit card and Nautilus card payments over the web, and Nautilus card balance availability on the web. See http://compass.uwf.edu.

COMPASSLine. Interactive voice response system that provides COMPASS services via touch-tone telephone.

FirstMate. E-Services web site for UWF employees. Service will be released in late Spring 2001.

E-Paper Initiative. Transition of the paper-based processing environment to electronic. Consists of three major subprojects:

  Report Navigator. Computer-generated reports, primarily from mainframe-based administrative information systems, will be available via the web. System will be released in April 2001.

  Document Imaging. Initial deployment will cover Enrollment Services beginning in Financial Aid. Project is in initial planning; work will begin at conclusion of classroom scheduling project.

  Electronic forms, signature authority, and workflow. Basis of this service will be the Microsoft Exchange enterprise messaging service and digital certificates. Current work...
focuses on deploying the Exchange service and establishing a digital certificate service, initially for use with the Budget Management System.

**GroupMail.** Automated services for targeted electronic mailings to defined student populations. System is essentially completed. Taskforce led by Dr. Peter Metarko is working on policies and on establishing electronic mail as an official form of University communications to students. Next phase of GroupMail will focus on electronic mailings to employees.

**FACTS.** Statewide system for automated services to students. Current phases focus on advising, financial aid, and admissions. UWF is at current development levels for all defined FACTS goals.

**Crew’s Control.** Migration of mainframe-resident information services to the web. Recent addition was faculty grade reporting via the web. Next phase will be to add course requests, as part of the classroom scheduling project.
Other