University Information Technology Committee Minutes
Monday, 2-25-19
9:30 a.m.
304 Rinker

Present: Rob Adams, Stacey Ewing, Randell Doty, Megan Leroy, PJ Brucat, Jack Stenner, Nico Cellinese, Raymond Issa, Laurie Bialosky, Elias Eldayrie, Eric Porges, Michael Dark, Rafael Munoz-Carpena, Charley Widmer, Debra Krawczykiewicz, Mark McCallister, Rick Goodnight and Chad Young.

1. **Call to order** – Ray Issa, University IT Committee Chair
   -The meeting was called to order at 9:29 a.m.

2. **Approval of January 28, 2019 Minutes**
   -The minutes were approved.

3. **Announcement of Liaison**
   -Mark McCallister, Director of Academic Technology, will act as an administrative liaison to this committee on behalf of the CIO's office.

4. **Integrated Risk Management Tool - (IRM)**
   -Rob Adams, Chief Information Security Officer, and Chad Young, IT Risk Program Manager, provided an overview of the Integrated Risk Management Tool - (IRM). Feedback is being obtained and is appreciated before the system is introduced to Faculty Senate.

   -The Integrated risk management group is establishing a concierge service to assist faculty and staff with navigating compliance and efficiently performing administrative and job tasks. A 'one stop shop' with information streamlined from units such as the General Counsel Office, the Privacy Office, the Procurement Office, the division of Information Security, etc. is being created and should be especially helpful for new faculty who are learning to navigate between various components in multiple processes.

   -The data guide, which is currently under construction, exhibits local resources, provides helpful background information, and will inform user decisions about the best place to safely store, analyze and share university data. The data guide aims to help faculty understand what type of data is being used in which systems and where resources are located. Once the type of data an individual is working with is identified, services available are shown.

   -Search solution filters were discussed and include data types (sensitive, restricted, open) and data categories (such as accessibility or education and online learning).

-Fast Path Solutions are tools associated with certain data in pre-vetted environments and applications and applies to open and sensitive data.

-A request may be submitted for products which users would like to be considered for the Fast Path Solutions list, which is expected to continue to grow.

-Tools available in the IRM Toolkit were discussed, including data storage options, frequently asked questions, and the checklist which can be used to completely de-identify Personal Health Information (PHI) and de-identify Limited Data Set (LDS) PHI.

5. New UF classroom layout and design protocol
-Rick Goodnight presented a summary of classroom renovations in some of the 250 classrooms which are centrally-managed (as opposed to unit/college-managed) over the past nineteen years.

-Examples of learning spaces with new and old technology and learning philosophies were shown including the McCarty Hall lecture halls and large classroom facilities.

-The advantages of flipped classrooms were discussed, including increased engagement between faculty and students.

-Ongoing and upcoming projects, including the Florida Gym, Norman Hall, and Williamson Hall were reviewed.

-Photos were shared showing collaboration and lecture modes of various classrooms, including the CSE Active learning center which is a combined testing center and collaboration classroom which features such items as lights which can be ignited by individual students for questions within a given pod.

-The classroom principles associated with UF's 'Rise to Five' (in national rankings) were discussed, including the need for a reduced student-teacher ratio and constructing more dynamic classroom spaces which would meet the following goals:
-ensure 20 square feet per student in general classrooms and 15 square feet in lecture halls
-improve acoustics and seating options (including implementing noise remediation by installing carpet and providing wheeled furniture)
-provide opportunities for small groups and simultaneous multiple presentations
-increase writeable surfaces around the room/on walls
-increase strategically placed electrical outlets; and
-add wireless capabilities wherever possible

-A 2-23-19 Gainesville Sun article discussed university deferred maintenance costs, current classroom capacity limitations, and the university's classroom/learning spaces target capacities. UFIT is working with the Registrar's Office to balance the number of classrooms available with the initiative to reduce the number of students in each classroom.

-Projects are performed primarily during the summer to minimize classroom disruption. Project priorities were discussed and faculty input on which features should be prioritized is encouraged.

6. Adjourn

The meeting was adjourned at 10:39 a.m.