

University Information Technology Committee
Minutes
Monday, 3-25-19
304 Rinker
9:30 a.m.

Present: Mark McCallister, Megan Leroy, Herbert Lowe, Stacey Ewing, Deepak Sharma, Michael Magarelli, Matt Howell, PJ Brucat, Charley Widmer, Eric Porges, Jack Stenner, Debra Krawczykiewicz, Laurie Bialosky, Nico Cellinese, Raymond Issa, Randell Doty, Kara Dawson, and Elias Eldayrie.

1. Call to order – Ray Issa, University IT Committee Chair

The meeting was called to order at 9:31 a.m.

2. Approval of February 25, 2019 Minutes

The minutes were approved.

3. Administrative Liaison Report – Mark McCallister

-Mark McCallister – UF IT has received requests for better search capabilities on campus websites and hopes to implement a stronger search tool on the new UF website. Two to three committee members could assist by participating in a focus group discussion about what the search needs are and how to improve the UF user experience. A Google box search was previously used but is now a discontinued product since Google has switched to a cloud environment. This technology change has affected the UF search web space. The management of web content on campus is diverse and non-centralized, so thought needs to be given on how to best to organize information to show in a search. Students may have different search needs than faculty. The current UF website often focuses on external constituents so a focus group based on those who have submitted search help requests or complaints may be helpful. Do internal users primarily use <https://www.google.com/> for searches? Please obtain feedback from your college colleagues and review your frequently used UF websites to help provide IT with an overview of individual college search needs which should be addressed. Please provide feedback to the committee or Mark McCallister at: markm@ufl.edu.

4. Microsoft Teams, Office 365 – Deepak Sharma / Michael Magarelli

-An outline of the rollout plan, including the implementation phase, for Office 365 and Microsoft Teams was shared.

-UF IT has been working with Microsoft to coordinate a pilot and best practices. This Microsoft application provides one “live” collaboration and work space for online meetings, file and application sharing, chat, and file storage.

- UF IT Systems Administrator Mike Magarelli provided a demonstration of the web interface and desktop application options for Microsoft Teams.

-Teams provides the primary work space in which multiple channels can be created for different projects. There is no limit on the number of teams.

- Conversations and files are stored, so notes and communications can be made and then easily accessed in one, central location.
- Storage and editing is in one drive and location in this integrated tool and is Microsoft's version of another similar product (SLACK).
- Primary components include channels and chats. Channel names are subjects and conversation reflects what happens in a channel.
- Individuals must be invited by an owner to participate in an established team.
- Anyone can create a team, including students, which can be helpful for student assignments involving project collaborations.
- Academic citations needs were discussed as well as this tool's integration with Canvas.
- Requests for third party apps are expected to increase and will be considered after a review to ensure all university standards are met.
- IT will communicate with campus about the launch in August for the fall semester.
- <https://it.ufl.edu/teams/> provides introductory and downloading information.

Committee members are asked to please use and test this tool and provide feedback and direct inquiries to Mike at mmagarelli@ufl.edu. Additionally, campus IT technicians can assist with inquiries and support.

5. **Adobe Licensing Changes**

-Adobe options provided to campus has been changed, reflecting new Adobe university licensing which follows a similar license model as Microsoft. Adobe is making an effort to retain users within their own eco system. IT has been working to improve the Adobe experience. Previously campus users accessed Adobe by a license purchased for each machine; students could purchase (at a reduced price) an Adobe license through the IT help desk, so UF was able to reduce student expenses. In the university environment, several individuals often use one machine and Adobe would like to require a license for each user (as opposed to each machine). There now four university licensing options: 1- individual-user based license; 2- site-based license (such as a computer lab) 3- shared device license (new) and 4- individual student-based license.

6. **Taskforces on:**

- **UF VR/AR/MR integration in teaching and research and Web 3.0**
- **Development of AI/Deep learning/Robotics capabilities in teaching and research**

If anyone in your college is interested in serving on these task forces, please sign up by contacting the University IT Committee Chair at: raymond-issa@ufl.edu and copying the Secretary of the Faculty Senate at: lbialosky@aa.ufl.edu.

7. **Old Business**

Please sign up for [two-factor authentication](#). It is not mandatory but will be vigorously communicated to campus next month. Two-factor and VPN issues will be discussed at the next meeting.

8. **Adjourn**

The meeting was adjourned at 10:37 a.m.