University Information Technology Committee Meeting Minutes
April 26, 2018, 10:00 AM
Testing and Active Learning Center
CSE E 235

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Attendees
David Carlson, Frank Bova, Stacey Ewing, Michael Dark, Rafa Munoz-Carpena, Jack Stenner, Trevor Bopp, Herbert Lowe, Kara Dawson, Charley Widmer, Laurie Bialosky, Randell Doty, Ken Nunn, and Mark McCallister.

Call to Order
The meeting was called to order at 10:01 a.m. by Committee Chair David Carlson.

Approval of Minutes
The February 22, 2018 minutes were approved.

Tour of Testing and Active Learning Center – Mark McCallister
A tour of the Testing & Active Learning (TAL) Center was provided and an overview was given of the scale, design, and function of the 126 PC-seat facility. Other facility models were shared including the Turlington 2319 and CSE 119. Mark shared the short videos and documentation developed on the websites: https://at.ufl.edu/service-teams/classrooms/pictures-and-information/tur---turlington-2319/ and https://at.ufl.edu/service-teams/classrooms/pictures-and-information/cse---computer-sci-eng-e119/ which are designed to assist faculty training and facility awareness. The hardware strategies employed in the classrooms and classroom technology were also discussed.

Election of new chair for 2018-19 – David Carlson
Kenneth Nunn was elected as 2018-19 University Information Technology Committee Chair.

Faculty web page editing in T4 Web implementation – Rafa Munoz-Carpena
-Rafa shared the concerns below for committee discussion:
-Many faculty lab pages reside outside ufl.edu (weebly, xyz, etc.), and are usually linked from the department-maintained T4 web site. Discussion was held regarding inconsistencies in the T-4 application at the department level due to some faculty tendencies to post individual web pages outside of the ufl.edu domain which are then pointed to from the college's web page or linked college faculty directories.
-Pages outside of the UF domain affects faculty google searches and contribute to a lack of cohesiveness and use of the university's images. This can also potentially lead to questioning of the reliability of the information provided on the website.
-The T4 approval chain was discussed in relation to these inconsistences; for example, the College of Journalism faculty has access to edit individual web pages while other colleges rely on administrative staff, so inconsistencies may primarily be a policy rather than technology issue.
-The ease of the creation and maintenance of web content with outside services in comparison to the more rigid T4 structure may contribute to this issue. A minor T4 change which has to be sent to the

College IT for approval makes the maintenance process impractical or sluggish.

-Another concern mentioned was that prior to T4 implementation, typically the file system from the department server could be mounted by faculty; a standard look for starting faculty pages was implemented with CSS and others and the faculty maintenance flowed easily with the use of standard packages such as Dreamweaver, Contribute, and others.

-Discussion was held about finding a positive solution to host faculty pages in the ufl.edu domain and how to promote or incentivize faculty to move web pages to the university's domain.

 -In the fall, the committee is interested in hearing information pertaining to T-4 vs. WordPress and about web applications for software being used on a regular basis.

Classroom security for emergency situations – David Carlson and Mark McCallister

In light of numerous recent active shooter occurrences, discussion was held on the best way to stay safe on campus and in individual classrooms including:

-Could ID badges be required to be worn at all times by students, faculty, and staff? This may not be helpful if an active shooter is an individual who is supposed to be on-site and is legitimately a part of the campus population.

-Gated entrances may not be a good option given that UF is a public university which should be accessible to the public, and contains free speech zones in areas such as Turlington Plaza and the Plaza of the Americas.

- All classrooms have phones and/or speakers and are part of the university's notification system used for natural disaster/hurricane warnings. The promptness of this system's information distribution was discussed.

-Could any updates be made to the GatorSafe app features?

-UFPD offers active shooter training.

-While administrative discussions about securing doors and electronic tracking options and are currently being held across campus, the committee suggests inviting an administrator, possibly the Registrar, to further discuss these topics at an upcoming meeting.

New Business

-If your term expires in 2018, per the committee membership web page please contact Laurie to notify the Faculty Senate Office if your College Council/Assembly wishes to have you continue service for another 3-year term or if a new individual representing your college will serve. Laurie will send any needed follow up emails.

-Potential items for future agendas include:

        -Electronic Information Technology Accessibility (EITA) standards update

        -What should a UF classroom look like in five years? What tech must it have?

        -Should UF issue laptops to faculty vs. desktops for classrooms?

Adjournment

The meeting was adjourned at 11:13 a.m.