University Information Technology Committee Meeting Minutes
November 21, 2017, 9:00 AM
Suite 1 Tigert Hall

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Attendees: Anne Allen, David Carlson, Jeannie Cimiotti, Erik Deumens, Elias Eldayrie, Stacey Ewing, Ray Issa, Mark McCallister, Kevin McHugh, Iain Moffat, Rafael Munoz-Carpena, Kenneth Nunn, David Quillen, Jack Stenner, Joseph Wilson, and Chad Young

The meeting was called to order at 9:03 by Kenneth Nunn, Chair for Dr. Bova.

Elect Chair

- Ken asked if anyone was interested in chairing the Committee.
- David Carlson will chair the remainder of the academic year.
- Ken Nunn is willing to chair the next academic year.
- Will have a meeting in January to confirm.

Assign Terms for Each Member

- Reviewed spreadsheet with terms left to serve and all approved.

New Business

a. More support for Apple devices interfacing,
  i. With UF contracted and implemented software and enterprise products
     - Some products are not supported by apple which and will need to know what software they are referring to. Was mentioned there were more support for windows and end user questions. Suggested to meet with the units that support those devices (Campus IT Directors).
  ii. Response time when accessing of files through a VPN when off campus
     - Depends on devices that are being used, way they are connecting,, etc. Asked for more specifics. Could then reach out to the unit to see how they are setup. Could also depend on their Outlook configuration. Elias will discuss the issue with the campus IT Directors.
b. The documentation needs work. 0 mac documentation
     - This issue will be included in the discussion with the campus IT Directors. Requested documents on websites, etc. on "how to".
c. A better real-time ability to find host computers through network services using MAC address, address and DNS hostname
     - Discussed how they are accessing servers and how it looks (windows vs MAC).
     - Requested more instructions for MAC users.
d. Better support, troubleshooting, and timely responsiveness from (Did not discuss these items)
     i. AT Audio Visual Services,
     ii. Videoconferencing between multiple remote sites,
     iii. (Especially outside the 8 AM to 5 PM block),

        e. A better way to install Adobe Acrobat. (Did not discuss)

        f. The pace of security clearance of new software/hardware

- Much better now since Archer and Risk Assessment.

        g. Support of research networks

- Erik asked for more clarification. No comments were received.

5. UFIT Teaching and Learning updates – Mark McCallister

- Reviewed the outcomes from the Education and Outreach in the UFIT Contributions Report. Discussed the items they have done over the past year and items UFIT is focusing on. eLearning environment and tools/services related to it. Discussed building a better process for eLearning, and system on getting the faculty needs and requests. Would like a more transparent system, better way to present tools, and other items available to faculty.
- UFIT Contributions Report 2016-2017: https://it.ufl.edu/leadership/strategic-plan/ufit-contributions-report-2016-2017/
- UF Information Technology News Updates: https://news.it.ufl.edu/
- UFIT will be putting a couple of pilots out in the spring providing better Learning Analytics capabilities for faculty (tools and systems, statically modeling techniques). Pilot will include about 15 faculty with about 5,000 students. If pilot goes well in the spring it will be rolled out in the fall.
- Mark has also been working over a year now improving classrooms.
- Mark's group also does most of the AV for new spaces.
- ADA compliance is another area UFIT has been working on. Anne Allen is the contact person (alallen@ufl.edu or 273-4909).
  - Asked if UFIT has a tool for PowerPoint conversion. Yes and is available through accessability.ufl.edu with Gatorlink.
  - Site Improve tool also looks at all pubic facing websites. It will help convert items it can on the websites and let you know about the ones it cannot.
  - Asked for a tutorial for faculty of what accessibility really is. Could be an online training and/or video.
  - New materials – will build ADA compliant
  - Existing Content – will need to be converted.
  - CITT has training for web content builders (Center for Instructional Technology & Training).

Other Items Discussed:

Future Agenda Items

- Future agenda topics and items this committee wants to discuss and spend their time on. Suggested to have items like were discussed today, priorities, items faculty need from UFIT. Also discussed security and MFA as one of the projects UFIT will be completing.
- Input from Faculty for roll-out will be helpful.
- Will make sure we have agenda items like discussed today for the future and the Chair reviewing with Elias before agenda is set.

NSF Proposals and Facilities Provided
- Was asked to provide list of what is available campus-wide to faculty and templates that can be used for proposals.
- Erik Deumens is the contact person (deumens@ufl.edu or 392-6980).

Frequency of University IT Committee Meeting
- Discussed the frequency of these meetings.
- Suggested once/month starting with the spring semester for the remainder of the academic year. All agreed.

Meeting adjourned at 10:09 AM