

Infrastructure Council Minutes
November 28, 2016, 3:00 p.m.
Pugh 150

Present: Angela Bacsik, Ray Thomas, Melody Royster, Mark Robinson, Mark McCallister (for Fedro Zazueta), Caroline Wiltshire, Megan Forbes, Ann Wehmeyer

Visiting: David Gruber, Bandon Dee Vega, Peter Harden, from Enterprise Systems

The meeting was called to order by Ann Wehmeyer at 3:01 p.m. The Minutes of the October 24 Meeting were amended and approved.

Good Spaces: Presentation on the EMS tool (Event Management Systems) by David Gruber, Associate CIO and Senior Director, Enterprise Systems

At the directive of Faculty Senate Chair Nicole Stedman, the Council has been investigating ways to facilitate faculty planning of events that range from conferences and workshops to lectures by having a central website devoted to room reservations, much like the “classroom information and photos” site found in Classroom Support. Currently, there is no such resource. However, at the September meeting, Mark Robinson mentioned that Systems Enterprise has an EMS (Event Management Systems) space allocation tool that some Colleges and Departments already use, and that this tool may be expanded in the future for use by additional entities throughout the university. In order to learn more about this tool and the future plans for it, we invited David Gruber, Associate CIO and Senior Director, Enterprise Systems, to make a presentation on the tool at the November 28th meeting of the Council. We had the following questions, which were answered, and many more, throughout the course of the presentation.

- a. Who may use it?
- b. Is it free, or must units pay to use it?
- c. Are there plans to expand its availability to all units on campus?
- d. How does one opt in?
- e. How does it work?

Highlights of presentation:

- a. The Compass System allows for management of space and student records. Event Management software is provided by a company with 30 years’ experience. This software handles classrooms and meeting spaces.
- b. The EMS history at UF is siloed, with individual colleges and programs buying in (See discussion in Appendix). Going forward the system has the potential for centralizing all meeting space management, but its primary purpose will be to replace the current class scheduling system by Fall 2017. The system has unlimited end users, but 100,000 users at any one time is the capacity. Any other applications beyond classroom scheduling are TBD and need to be prioritized, perhaps college by college at the unit level.
- c. Existing users can merge in to the system, but can also run their EMS separately until 2019. For new users to opt in, a desktop license must be bought (\$450, and 22% of that per year going forward), but new desktop licenses are frozen until 2019.

d. The Registrar does not want to be the gatekeeper for all of the rooms outside class time.

e. Rules on space can complicate liberal buy-in. There needs to be some governance on campus as to room ownership and lending. In addition, there should be some mechanism enable people to opt in over time, some establishment of standards and policies. Cases where there is a cost for the room might pose challenges, but there are precedents for such in the form of reserving tabling spots, and parking spots. Enterprise Systems will help those who want to opt in. There is no limit to the number of rooms that can be input to the system.

Council discussion and tentative proposals:

a. We might recommend to Provost Joseph Glover that he make seed money available to encourage early adopters to buy in.

b. We should showcase a number of success stories and needs stories in order to make our case to the provost.

c. We agreed to come up with a road map for the future that addresses faculty space needs.

Discussion of “Draft Recommendations for Required Online Training Programs”

The recommendations were approved with no additions or adjustments. We agreed to circulate to the Welfare Council and the Research and Scholarship Council in the interests of submitting a joint recommendation.

Contributing Committee Reports

- **Senate Meeting (S) – Ann Wehmeyer**
 - Nicole Stedman in the Chair’s report mentioned that at the Board of Trustees meeting during the first week in November, it was observed that UF still ranks No. 14, even under the new commitments. A top priority toward moving up in the ranking is to improve the student-faculty ratio.
 - The Budget Council reported plans to ask for an annual report from the Athletic Association on their contributions to the university. A new issue has arisen concerning what happens to your salary when it is covered by a grant. Is it returned to you/the department/your group? That issue might be addressed this year.
 - Research and Scholarship Council expressed a desire to have a training on the administration of multi-institutional grants, or some software that would set up project management of grants (not research management, which is software for you and your data).
- **Faculty IT Committee (S) – Mark McCallister**
 - Mark will check with Fedro to find out who from the Faculty IT Committee is supposed to report to the Infrastructure Council.
- **University Libraries Committee (S) – Angela Bacsik**
 - The Open Source fund is now open.
 - The libraries wish to implement ORCID ID disambiguation (see Appendix B). This ID can be used for automatic retrieval and population of research reporting.

- **Lakes, Vegetation, and Landscaping Committee (J)** – Gail Hansen
 - Absent, no report
- **Preservation of Historic Buildings and Sites Committee (J)** – Morris Hylton
 - Absent, no report
- **Parking and Transportation (J)** – Ray Thomas
 - At the most recent Faculty Senate meeting, Sylvain Dore voiced a concern about right-turn-at-red on the east-west corridor along Museum Road and Gale Lemerand Drive. Ray Thomas then emailed the Director of Parking and Transportation to inquire as to whether there have been any studies in these areas. Some issues in this regard involved the possibility of a timed function, no right turn on red signs, and the impact of idling on the environment.
- **Land Use and Facilities Planning (J)** – Megan Forbes
 - The old bat house has become decrepit and is in the process of being replaced by a new bat barn on the same site.

The meeting was adjourned at 4:24 p.m.

Appendix

A. From January 2 2017 Human Resource Services <INFOGATOR-L@LISTS.UFL.EDU>; on behalf of; UF Human Resource Services humanresources@ad.ufl.edu

“The University of Florida’s Campus-wide Modernization Program to Advance Student Services – or COMPASS – continues to work with the campus community to unify and modernize UF’s student services and systems.

COMPASS’s room-scheduling system is already providing room, event and resource scheduling services to the Levin College of Law, the Warrington College of Business, the six health-related colleges within the Health Science Center, and the O’Connell Center. The Reitz Union, the University Athletic Association and the University of Florida Foundation also use EMS now for scheduling services.

The EMS software used for the room-scheduling system is being further developed and configured for use by the Office of the University Registrar, with existing users providing assistance and expertise based on their experiences. The Office of the University Registrar currently handles central classroom scheduling through the Student Administration system.

Peter Harden, UFIT Enterprise Systems project manager, says the COMPASS team is hopeful that the new scheduling software will become an enterprise-wide application and, eventually, provide one unified view of all classes being offered for credit hours. The Office of the University Registrar expects to be up and running with the new scheduling software by late 2017, and the application will be opened for use by other UF organizations in 2018.

Further information on room scheduling will be posted on the [COMPASS website](#) as it becomes available.”

http://news.hr.ufl.edu/2017/01/compass-implements-room-scheduling-provides-sneak-peek/?utm_source=UF+At+Work&utm_campaign=331cfb92ac-

EMAIL_CAMPAIGN_2017_01_06&utm_medium=email&utm_term=0_7e288086fa-331cfb92ac-170672701

B. From April 20, 2016 : Salaried Faculty <SALFAC-L@LISTS.UFL.EDU> on behalf of Gater, Cheryl L <cgater@AA.UFL.EDU>

“ORCID Identifier and myUFL

Researchers and scholars face the ongoing challenge of distinguishing their research activities from other researchers and scholars with similar names. Researchers need to be able to easily and uniquely attach one’s identity to research objects such as datasets, equipment, articles, media stories, citations, experiments, patents, notebooks, and grant funding proposals. Research collaborations across disciplines, institutions, and borders require interactions with an increasing number and diversity of information systems (ORCID - <http://orcid.org/node/47>). A researcher’s unique identifier improves interactions between diverse information systems. An ORCID id is an example of a unique identifier for authors, researchers, and principle investigators. Some benefits include author disambiguation and compliance with funders’ and publishers’ administrative metadata requirements.

ORCID stands for “Open Researcher and Contributor ID” and provides a permanent unique identifier for connecting research to researchers and an ORCID id is a unique identifier for researchers and scholars. As part of UF’s Data Management and Curation Task Force (DMCTF) campus-wide [ORCID](#) outreach and promotion initiative for research data support, the UF DMCTF is pleased to announce your ORCID id can now be added among your list of unique identifiers in the myufl directory profile system. Below are steps to register for an ORCID id, add your ORCID id to your myUFL directory profile, and view how an investigator’s unique identifier such as an ORCID id fits within a research data management plan.

Step 1: Register for your ORCID id [here](#).

Step 2: Add your ORCID id to your myUFL

- Log on to myUFL
- Select Main Menu
- Select My Account
- Navigate to and select Update My Directory Profile
- Scroll down to Identifiers section under the Passport heading and enter your ORCID id numbers only (e.g. 0000000012345678) in the input field next to ORCID
- Click Submit at bottom of the page

Step 3: View an example on the use of a unique identifier such as an ORCID id in the Digital Curation Centre’s Checklist for a Data Management Plan [here](#). The Smathers Libraries will offer training on ORCID id starting in summer 2016 within the ongoing program of research data management training. Please visit getting started with creating your ORCID identifier and adding it to the UF Directory [here](#).

Please contact the [Data Management Librarian](#) or your [Subject Liaison Librarian](#) for ORCID id questions.

Submitted by Barbara Hood, George A. Smathers Libraries