

Infrastructure Council Agenda
September 7, 2017 1:30 p.m. Pugh 150
AGENDA

1. Call to Order - Ann Wehmeyer
2. Introductions
3. Approval of April Minutes
4. Discussion of possible targets for Council in the coming year
5. Reporting of Contributing Committees:
 - Steering Committee (S) – Ann Wehmeyer
 - University Libraries Committee (S) – Angela Bacsik
 - Lakes, Vegetation, and Landscaping Committee (J) -- Gail Hansen
 - Preservation of Historic Buildings and Sites Committee (J) -- Morris Hylton
 - Parking and Transportation Committee (J) – Jay Watkins
 - Land Use and Facilities Planning Committee (J) -- Megan Forbes
 - Sustainability Committee (J) – David Looney
 - University Information Technology Committee – Michael Dark
6. Adjournment

Draft Infrastructure Council Minutes
April 24, 2017 - 3 p.m.
Pugh 160

Present: Ann Wehmeyer, Megan Forbes, Carlos Dougnac, Michael Dark, Ray Thomas, Fedro Zazueta, Melody Royster, Daniel Estrada, Gail Hansen, Caroline Wiltshire, David Looney

The meeting was called to order by Ann Wehmeyer at 3:00 p.m. The March minutes were approved .

Contributing Committee Reports

- **Senate Meeting (S) – Ann Wehmeyer**
 - Senate Chair Nicole Stedman observed that the Academic Freedom and Responsibility Symposium (Mar 28) did not address things like trigger warnings, and that something like a workshop is needed to address this and other classroom issues.
 - The president reported that the Senate and the House are opposed on education funding, such that the outcome will be either really bad, or really good, for UF. He is asking for
 - \$60 m for new faculty
 - \$30 M for existing faculty support
 - \$10 M for grad student support
 - \$30 M for infrastructure
 - \$12 M for Music Building
 - \$25 M for Nuclear Science Building
 - Miscellaneous other

- **University Libraries Committee - Angela Bacsik**
 - No report.

- **Lakes, Vegetation, and Landscaping Committee – Gail Hansen**
 - Regarding the renovation of the Earl and Christy Powell University House, the pool will be removed and a hidden-from street view parking lot put in front of the house.
 - The committee recommended that there also be 100 raised beds for produce that would be cared for by agricultural students. This proposal was met with skepticism as to viability on the part of the renovations group.
 - The new plan for sidewalks around the Nexus Building appears to be an improvement over the earlier plan, and that three new trees had to be removed to accommodate the building plans.

- **Parking and Transportation (J) – Ray Thomas**
 - The aerospace lot south of Reitz Union is no longer targeted for parking, and that the priority for the site will be a State of Science Building.
 - There is a need for more parking in Vet Med.

- **Land Use and Facilities Planning Committee (J) – Megan Forbes**
 - The April meeting was cancelled.

- The Committee plans to discuss who may vote at meetings.
- **Sustainability Committee**
 - No report
- **Faculty IT Committee (S) – Michael Dark**
 - No report.
- **IT Administrative Liaison -- Fedro Zazueta, Associate CIO and Professor; Director, Academic Technology**
 - No report.
- **Other**
 - Ray Thomas of Parking and Transportation Committee reported that Fedro Zazueta, associate CIO, reported on IT that he and David Gruber had recently presented a paper at the 10-university consortium conference on T4 where issues in Wordpress conversions and T4 implementation were also discussed. UF opted to select T4 for current and future web page production, and must convert the various installations created under Wordpress across Campus to T4. One major factor why UF did not go with Wordpress in the long term is security factors. Issues in T4 include the incorporation of calendars for event management, which T4 was not created to handle. It is anticipated that in the implementation of T4 across the board, the 80-20 rule will be operative. (Top 20% of problems are responsible for 80% of usability issues).

Selection of new chair for 2017-18. Ann Wehmeyer was selected as chair for 2017-18.

The meeting was adjourned at 3:50 p.m.

Infrastructural Council Year-end Report 2016-17

Submitted by Infrastructure Council Chair, Ann Wehmeyer

Responsibilities: This council focuses on the University's infrastructure supporting its academic mission, including the provision of physical facilities and other physical resources: libraries; information technology; the campus master plan' and the availability of adequate computer, classroom, laboratory and other resources.

Contributing Committee Chairs

- Morris Hylton, Preservation of Historic Buildings and Sites
- Gail Hansen de Chapman, Lakes, Vegetation and Landscaping Committee
- Megan Forbes, Land Use and Facilities Planning Committee
- Mark Robinson; David Looney, Sustainability Committee
- Ray Thomas, Transportation and Parking Committee
- Angela Bacsik, University Libraries Committee

Administrative Liaison Members

- Fedro Zazueta, Professor and Associate CIO, Academic Technology
- Eldayrie, Elias, Vice President and CIO
- Carlos Dougnac, Assistant Vice President, Facilities Planning and Construction

Senate Members

- Haley Smith, Student Member
- Caroline Wiltshire
- Daniel Estrada
- Melissa Johnson
- Michael Dark
- Melody Royster
- Ann Wehmeyer, Chair

At each meeting (08/22/16, 09/26/16, 10/24/16, 11/28/16, 01/23/17, 02/27/17, 03/27/17, 04/24/17) reports from the Contributing Committee Chairs were presented and discussed. Highlights of these reports included funding and the collapse thereof for a new library storage facility, the adoption of ORCID identifiers, safety concerns regarding the future pedestrian thoroughfare between Reitz Union and the Nexus Engineering Building, innovations of the Institute for Black Culture and La Casita, the Academic Analytics collaboration tool, and plans for the aerospace parking lot. In addition, the Infrastructure Council considered the following issues during the year:

Required Online Training Programs

In response to concerns voiced by a faculty member about access to and delivery of required online training programs, the Infrastructure Council invited Dr. Bob Parks, Director, Training and Organizational

Development, HR, to give a presentation on access, delivery, alternate modalities (video versus text), and changes in the pipeline. Dr. Parks' presented at the September 26th, 2016, meeting. During the discussion following Dr. Parks' presentation, council members raised a number of concerns and offered several suggestions for changes. At our October meeting, we considered formal submission of a draft set of recommendations for improvements in the accessibility, quality, and delivery of online training. Revisions and additions agreed upon at the October meeting were incorporated, and that version was approved by the Council at our November 2016 meeting. The recommendations were circulated to the Welfare Council and to the Research and Scholarship Council, and a final set of recommendations that incorporated input from those Councils was submitted to Faculty Senate Chair Nicole Stedman at the February 2017 meeting of the Steering Committee, titled "Recommendation of the University of Florida Instructure Council for Required Training Programs."

On-Campus Space for Hosting Meetings and Other Academic Events

The need for easily reservable space available at a nominal cost for faculty-organized academic events on campus was noted by Faculty Senate Chair Nicole Stedman and targeted as a focus in her August 16, 2016, email to faculty. According, the Infrastructure Council investigated various parameters of reserving space on campus over the course of several months.

First of all, there are several problems in reserving classroom space. One complication has to do with reserving large-capacity rooms on campus, and that is the fact that they cannot be reserved at all M-F in periods E2 and E3, because these are reserved at all times for exams by the Registrar. The second problem pertains to classrooms of any size: no classroom reservation can be confirmed until after the drop-add period of any given semester. This means that those wishing to reserve space far in advance are simply unable to do so.

It would facilitate faculty planning of events that range from conferences and workshops to lectures to have 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. The Council had considered the possibility of administering a survey to each college on campus. As background to this matter, the Council chair presented a list of UF web pages devoted to "room reservations." These ranged from master lists of large venues available for rental such as that provided by the Office of the Provost, to college and department level room reservation pages (see attached, "Good Spaces on Campus for Academic Events," list compiled for all hits when googling "room reservations" on UF website). She explained that the level of detail necessary to provide information on room capacity, control, contact information, cost, layout, media, limitations on use, and clean-up is lengthy and most likely not suited to reporting in a survey. Member Mark Robinson mentioned that Systems Enterprise has an EMS space allocation tool that some Colleges and Departments already use, and that this tool might be expanded in the future for use by additional entities throughout the university. This Event Management Systems tool is part of the new Compass Project at UF (<https://compass.ufl.edu/>). At present, Reitz Union, the Law School, Health Sciences, and Business are using the EMS tool.

In order to learn more about this tool and the future plans for it, David Gruber, Associate CIO and Senior Director, Enterprise Systems, was invited to attend the November 28th meeting of the Council. David Gruber's presentation informed us that the Compass System allows for management of space and student records, and that the Event Management software is provided by a company with 30 years' experience. In addition, we learned that the EMS history at UF is siloed, with individual colleges and programs buying in. 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. 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.

Discussion following David Gruber's presentation noted that the Registrar does not want to be the gatekeeper for all of the rooms outside class time. Further, it was noted that rules on space can complicate liberal buy-in. For the EMS tool to operate with total non-classroom space room availability, there needs to be some governance on campus as to room ownership and lending. In addition, it was argued that there should be some mechanism enable people to opt in over time, some establishment of standards and policies. Enterprise Systems will help those who want to opt in, and there is no limit to the number of rooms that can be input to the system. Early adopter departments could be provided seed money to opt in, and identify a space manager.

The Council concluded that, due to the complexity of the issue, consultation with higher bodies was required. The matter was raised before the Steering Committee, but the year ended without the opportunity to address how best to facilitate faculty ability to reserve space for academic activities such as symposia, workshops, conferences, talks, receptions and so forth at low cost going forward. The Infrastructure Council would like to see the matter addressed in 2017-18 as the Compass System rolls out.