

University Information Technology Committee
Minutes
Monday, 1-31-2022
9:30 a.m.

Join Zoom Meeting:
<https://ufl.zoom.us/my/cacim/>

Present: Ray Issa, Stacey Ewing, Randell Doty, Nico Cellinese, Michael Bumbach, Megan Leroy, Marshall Haning, Frank Bova, Charles Widmer, Bojan Lazarevic, Amber Emanuel, Amanda Phalin, Alex Fox-Alvarez, Laurie Bialosky, Herbert Lowe, Bill Hamilton, Mark McCallister, Juan Nino, and Chris Hass.

1. **Call to order & Introductions** – Raymond Issa, Chair, University Information Technology Committee
 - UFIT Committee Chair Dr. Ray Issa called the meeting to order at 9:31 a.m.
2. **Approval of 29 November 2021 Minutes**
 - The minutes were approved.
3. **Minimum Canvas Use Policy** - Chris Hass, Associate Provost of Academic & Faculty Affairs
 - The Academic Policy Council (APC) discussed using the Canvas platform as a common tool to communicate with students.
 - Part of the <http://aa.ufl.edu/policies/required-minimal-canvas-usage/> policy intent is to establish best practices to help student course success, avoid a third party app, and have a required splash page. In the past, some faculty have not traditionally used Canvas and have voiced preferences to not deliver lectures through Canvas, citing intellectual property concerns.
 - Canvas can be widely used for grades and safe communications with students. It should be considered UF's official system. UF is trying to get a sense of how many faculty are not using Canvas at all and would like input. Faculty discussed Canvas usage with Capstone and clinical classes; how independent studies are separate and exempt from using Canvas; and how the Canvas grading system can sometimes be complex and not simple to use.
 - Faculty are asked to not use resources not vetted by UFIT.
 - The use of Slack and using third party apps storing and submitting information were discussed.
 - The statute doesn't require syllabus be posted in Canvas – just posted.
 - Slack uses and editing processes were discussed, including student and faculty interaction between submission and publishing phases. Some consider Canvas less usable for such interactions.

- Use of the minimum Canvas shell was discussed.
- Faculty need to be sure their data or case-specific items use is assessed by the risk assessment group at UF.
- For most solutions without restricted data, a full UFIT risk assessment is not required when using a pre-approved Fast Path option.
- If the risk assessment team starts to see submission patterns, it can more closely examine needs and mitigate security challenges.
- Recommended <http://aa.ufl.edu/policies/required-minimal-canvas-usage/> verbiage tweaks were discussed.
- Resources should be made available for Canvas using its grading and program assessment features.
- Certain fields and industries use certain platforms. A challenge for UF is to adapt to this from both a security perspective and to effectively train students in platform usage while following consistent UF platforms.
- Strategies regarding how to best communicate this to colleges were discussed.

4. **Administrative Liaison Report** – Mark McCallister, Director of Academic Technology

- ([Microsoft A5](#)) Microsoft Contract updates; Microsoft PowerBI availability
- Storage Retention
- Student Success & analytics initiatives update
 - Unizin Learning Analytics Student Engagement Metrics panel
- URL shortener service Go.ufl.edu launched

Microsoft Contract updates were provided and [slides](#) were shared.

- Power BI Pro is now part of GatorCloud.
- Power BI Pro is primarily used for business operations.
- Plugins needs to be installed in updated version (i.e., Zoom in Microsoft Teams). This is usually handled by local desktop support in each college.
- Email encryption will be simplified in Outlook in March.
- Email hygiene (ProofPoint) will be moved to native MS app (ProofPoint will not be used effective late October 2022).
- Microsoft Cloud App Security procedures will be implemented later this year.
- Sunset products (Proofpoint, Trend, etc)

Storage Retention

- The Zoom cloud retention policy has changed. The current, one year retention policy will be changed to 180 days. Faculty should move their recordings to MediaSite. An option will be available to automatically move Zoom recording to

MediaSite.

- Please see The Provost newsletter for announcements regarding these notices.

URL shortener service Go.ufl.edu launched

- Allows you to put a long URL into UF system.
- Should be safe due to control by UF.
- Gives assurance that it is a UF resource.
- Must have UF in the URL.
- Cannot link to personal accounts.

Student Success Analytics

- Participating in Unizin Learning Analytics Student Engagement Metrics panel.
- Dr. Aaron Thomas - new faculty developing tools.
- Happy to connect any faculty with an instructional designer to assist with course development/grade design: <https://citt.ufl.edu/request-assistance/>.

5. Other Business

- Chair Issa announced that at the fall UFIT assembly, the Provost awarded a UFIT Pre-eminence Award for Installing Hyper-Gator AI 3.0. It recognized their expertise and achievement in installing its massive infrastructure in the midst of a pandemic.
- What should be communicated to faculty using Discord?
- Faculty will be personally liable for any problems that may occur with use.
- Needs risk assessment.
- Look at the IRM.ufl.edu site to see risk analysis for various apps.

6. Adjournment

- The meeting adjourned at 10:30 a.m.