

## University Information Technology Committee Minutes

Monday, 1-29-2024

9:30 a.m.

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

**Present:** Herbert Lowe, Aitor Gallastegui, Bojan Lazarevic, Caleb Huo, Darius Brown, Frank Bova, Alyssa Tavormina, Juan Claudio Nino, Mark McCallister, Nico Cellinese, PJ Brucat, Randell Doty, Ryan Yang, Stacey Ewing, Charley Widmer, Raymond Issa and Laurie Bialosky.

1. Call to order– Raymond Issa, Chair, University Information Technology Committee  
The meeting was called to order by University Information Technology Committee Chair Raymond Issa at 9:31 a.m.
2. Approval of 27 November 2023 Minutes  
A motion to approve the minutes was made by Frank Bova and seconded by Randell Doty. The minutes were approved unanimously.
3. Administrative Liaison Report – Mark McCallister, Director of Academic Technology
  - Service eligibility for digital services has been reorganized on the UF Site Collaboration Tools. One more addition needs to be made to move Faculty and Students to the top of the list since these two groups comprise the majority of users and this change will be presented at the next meeting.
  - Empowering UF Team – Update on Empowering UF (change from PeopleSoft). A representative of the Team will be invited to our next meeting to provide an update on this topic.
  - MyUFL menu structure on MyUFL portal – Menu bar at the top – does it need to duplicate other menu items on this page and other pages? Discussion of menu structure ensued and many members do not use it and have found the menu structure complex and difficult to navigate. Also, do the news item/ads need to be maintained? No one supported continuation of the news item/ads for the new menu structure when it will be replaced after replacement of PeopleSoft. Support was expressed for an easy navigation for the MyUFL site much like the One.UF web site.
  - A discussion was pursued regarding the multiple logons needed by students (and faculty in the HSC) for various applications. Student logons may be required multiple times since students may not stay in one location and re-authentication would be required. Faculty and the multiple authentications are a different issue and seem to be dependent on the application that they are accessing, especially in the HSC. No solution is currently available to address that issue.

4. Areas of Emphasis for AY23-24

**1. AI – Teaching and Research Impacts**

- A committee has been set up from all academic units to examine the use of AI for student assignments and it will meet monthly. A general AI guideline for faculty at UF is the goal of this committee.
- Services such as Copilot (Bing Chat Enterprise) are now available. Access via [Bing.com/chat](https://bing.com/chat) and logon with University credentials will give you access to GPT4 interface (ChatGPT). Available to faculty/staff currently and will be available to students in February, 2024. Any browser will work to get access to Copilot. Since this is a private use as UF faculty and students, any communication will not be used for AI training. Should this be considered as a method to move away from ChatGPT? Yes, in the future this is a UF opportunity that is safer due to the required UF authentication.

**2. <https://www.chronicle.com/article/the-new-academic-arms-race>**

- Some classrooms are now using VR sets and this is newer technology. However, there are few VR headsets available.
- Not a lot of devices on campus. Specialized classrooms are being built.

5. Other Business

- <https://teach.ufl.edu/ai-awards/>
  - February 26<sup>th</sup> deadline. A collaboration for AI teaching awards.
- AI Cookbook. Another event in February. More advanced topics on AI use.
- Cloud vs Local storage. A primer for differentiating these storage options such as OneDrive, GatorCloud, etc. is needed for students and others. Also, a primer that describes Copilot topics, etc. would be a valuable resource.
- Calendly .com app, a scheduling tool – UF Security did not approve this app due to legal issues. Microsoft booking is being used heavily for scheduling students for advising. The application can be found within the Microsoft 365 environment here: <https://outlook.office.com/bookings/homepage> . Tool training options include:
  - Microsoft vendor training: <https://learn.microsoft.com/en-us/training/modules/automate-scheduling-microsoft-bookings/>
- Upcoming 1-hour UFIT live trainings offered via Zoom:
  - <https://calendar.ufl.edu/training/event/31152-effortless-appointments-with-microsoft-bookings> (Feb. 26)
  - <https://calendar.ufl.edu/training/event/31175-effortless-appointments-with-microsoft-bookings> (Apr. 16)
- Quiz on Canvas. Students can logon to Canvas and not attend class and take quiz. Geolocation can be activated as well to test the location of students. I-clicker is another option.
- GitHub is a way to sharing computer code. Is there a way to have students a part of a UF GitHub without having to create individual accounts? GitHub Classroom may be an option.

- Public speaking lab has been established to allow students to practice presentations and get feedback. Hyperlinked website: Current (until March 17, 2024):  
<https://cwoc.ufl.edu/programs/public-speaking-lab-2/>
- Future permalink (beginning March 18, 2024):  
<https://dialcenter.clas.ufl.edu/programs/public-speaking-lab-2/>

6. Adjournment

The meeting adjourned at 10:22 a.m.

Minutes Submitted by University Information Technology Committee Member Charley Widmer.