**Reorganization of Information Technology Management in IFAS**

**Improving IFAS Information Technology Organization and Support**

The current distributed model for IFAS IT can be enhanced in several areas:

* Establishing a process for providing consistent IT support;
* Establishing a process for managing IT training requirements and coordinating training;
* Providing a process for developing best practices in IT;
* Reducing disparity in IT support from unit to unit;
* Reducing redundant IT services from unit to unit.

**Responsibilities of unit leaders and IFAS IT Director:**

Involve the Director of IFAS IT in the evaluation and hiring of IT staff.

IFAS unit leaders will require their IT personnel to attend scheduled IFAS-wide IT meetings.

IFAS unit leaders will require their IT personnel to comply with all UF and IFAS policies and regulations.

The IFAS IT Director will organize and coordinate training and support of IFAS IT staff.

**Implementation Plan**

* Involve the Director of IFAS IT when unit leaders set annual projects and priorities for IT tasks for their unit; document the list for all units;
* Unit leaders in Shared Services Hubs will work with the Director of IFAS IT to provide backup IT support for their building.
* Unit leaders will work with the IFAS IT Director to inventory knowledge, tasks performed, and skill strengths and weaknesses of all IT personnel, providing information about areas of training to be addressed;
* Inventory hardware and software infrastructure and review current technology use, exploring alternative equipment and processes, in order to improve IT reliability, address possible savings with economies of scale, and simplify support by standardization;
* Provide for coordination between unit Web projects and IFAS Communications Web Team.

**Supervision and Responsibilities**

* All departmental/unit IT staff will remain assigned to respective units;
* Departmental/unit IT staff will be evaluated by the unit leader with the participation of the IFAS IT Director based on their technical performance in accomplishment of the projects and priorities set for IT in the unit;
* IT Director will assist units in hiring IT staff;
* Ownership of unit-level IT equipment, e.g. PCs, printers, etc., will remain with the units.