UF|Research

Office of the Vice President for Research

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Policy: Malachowsky Hall Visual Standards

As the university steward of the Data Science and Information Technology (DSIT) building, the Office of the Vice President for Research is providing the following policy regarding the use of space and amenities within Malachowsky Hall:

Background: Malachowsky Hall for Data Science and Information Technology was uniquely designed to provide a visually open, collaborative, and professional work environment that enhances connectivity and interactions among students, faculty and staff from multiple colleges and disciplines. To achieve this objective, the building design includes individual offices and meeting rooms with transparent glass interior walls. Most of the walls for offices, meeting rooms and laboratories that are facing hallways and common areas are constructed with floor-to-ceiling glass. The university went to great expense to achieve this visually open objective. Much of the exterior of the building is also glass, thus providing for an engaging workspace that is unequaled elsewhere within the UF campus. Given this open workspace environment, the offices, meeting rooms and commons are equipped with furnishings that are consistent throughout the facility and with the architectural aesthetics of the building.   Each of these design elements, including glass walls, concrete columns, blue wall boards/panels, and room furnishings, were selected with significant input from the colleges that plan to utilize this facility.

Policy: In order to retain the intentional design of the building as an open, collaborative environment, the following restrictions will be in place for those who elect to use space and amenities within Malachowsky Hall.

- **Installing, Mounting, Posting or Hanging Any Materials**
  Installing, mounting, posting or hanging any materials (including translucent film, tinting, flyers, posters, graphics, or any other material or covering) to any windows (interior or exterior, including glass doors), concrete columns, or blue wall boards/panels is prohibited. Any and all coverings or obstructions of any type (including free standing or hung from the ceilings) that impede the sight lines into offices, meeting rooms or laboratories is prohibited. For meeting rooms that require external light control, retractable blinds are provided within the design of those rooms. The exterior windows of this building automatically dim in conjunction with the placement of the sun throughout the day.

- **Alternate Furniture**
  The installation of alternate furniture (i.e. not part of the vendor line of furniture installed in the building) within offices and meeting rooms is prohibited. Ergonomic-driven exceptions in office chairs are acceptable.

- **Room View Obstruction**
  If there is a need to visually restrict the viewing of monitors or activities within an office, meeting room, or laboratory, this must be achieved locally without obstructing the view into the room. If

there are activities that cannot be practically managed in this manner, the college should seek alternate locations for that activity.

- **Whiteboards**
  Whiteboards throughout the building are only to be used for academic/research collaboration, while present in the space, and must be cleaned upon completion of use and prior to leaving said space.

- **Windows**
  Erasable markers may be used on interior windows solely for academic/research collaboration. Windows of shared spaces (e.g. conference rooms) must be cleaned upon completion of use and prior to leaving said space.

Petitions for deviations from this policy must be sent to the UF vice president for research through the appropriate college's associate dean for research.

Anyone violating this policy may lose privileges to use or access DSIT space, or resources, and may be referred to the Office of Conduct and Conflict Resolution for conduct charges.