

# UNIVERSITY OF WARWICK

## Information Policy and Strategy Committee

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Minutes of the meeting of the Information Policy and Strategy Committee held on 30<sup>th</sup> May 2006.

Present: Professor M Whitby (in the Chair), Professor S Swain, Professor M Luntley, Dr T Arber, Dr K Leppard, Mr J Baldwin, Mrs R Gilmore, Ms A Bell, Mr B Duggan, Professor J Labbe

Apologies: Professor A Caesar, Professor Y Carter, Professor M Smith, Professor T Docherty, Professor M Waterson, Professor D Singer, Professor A Neal, Dr J Smith

In Attendance: Mr D Butcher, Ms M Visser

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### 24/05-06 Minutes

#### CONSIDERED:

The minutes of the last meeting of the Committee held on the 28<sup>th</sup> of March 2006.

#### RESOLVED:

That the minutes be approved subject to the removal of Mr B Duggan from the list of members present at the meeting.

### 25/05-06 Chair's Business

RECEIVED: An oral report from the Chair regarding accommodation developments.

REPORTED: (by the Chair of the Committee)

- (a) That the University five year financial plan for the period to 2009/10 was subject to the outcome of the ongoing staff pay negotiations with the Trade Unions and that the availability of funding for new project proposals would therefore potentially be limited.
- (b) That the University had submitted an expression of interest to the HEA for £170K of Pathfinder funding and that any funds secured would be matched by university contributions in kind or in cash.

### 26/05-06 Library Composite Report

#### RECEIVED:

A report from the University Librarian on national and local library developments summarising the key points from a consultation document issued by the British Library on its content strategy and providing an update on recent local activities including, the periodicals review survey, the audit of reading lists and the Electronic Thesis Online Service (ETHOS) (paper IPSC.19/05-06).

27/05-06

Library external store

RECEIVED:

A report from the University Librarian on the External Store project; including criteria for selecting periodicals to be moved from the library to offsite storage. (IPSC. 20/05-06).

RESOLVED:

That the paper be approved it being noted that

- (a) The proposal will not affect the satellite libraries in Maths or on the Gibbet Hill campus

28/05-06

Composite Report on IT Matters

RECEIVED:

A report on recent developments in regard to IT matters including measures to improve service availability and security; the Birmingham Science City initiative and the re-procurement of the MidMan and Janet networks (IPSC 21/05-06) together with an oral report from the Director of IT Services.

REPORTED: (by the Director of IT Services)

That, if the current bid for funding to AWM was successful, a new computer room and three new server rooms would need to be operational by April 2007.

29/05-06

University Email Replacement Project

RECEIVED:

A report from the Director of IT Services on the progress of the e-mail replacement project (IPSC 22/05-06).

RESOLVED:

That a further update on the Email Replacement project would be provided to IPSC members at the end of June.

30/05-05

Residential Network Acceptable Use Policy

CONSIDERED:

A paper from the Director of IT Services on the Residential Network Use and Disconnection Policy (IPSC 23/05-06).

RESOLVED:

- (a) That the proposals on the Residential Network Acceptable Use Policy be approved.
- (b) That the Chair of the Committee and the Director of IT Services discuss any necessary amendments to University Regulation 31 on the use of University Computing Facilities in the light of the discussion at the meeting with a view to bringing forward any proposed changes for consideration by the Committee in due course.

31/05-06 Minutes from the Information Security Committee

CONSIDERED:

The minutes from the meeting of the Information Security Working Group held on the 18<sup>th</sup> of May 2006 (IPSC.24/05-06).

RESOLVED:

That the minutes be approved.

32/05-06 University Password Policy

CONSIDERED:

A paper from the Information Security Working Group on a proposed Password Policy for the University (IPSC.25/05-06).

RESOLVED:

That the Policy be recommended to the Senate for approval subject to the Chair of the Information Security Working Group clarifying section 4.1 to preclude the re-use of passwords.

33/05-06 Definition of Confidential Data

RECEIVED:

A paper from the Information Security Working Group defining the term confidential information (IPSC.26/05-06).

34/05-06 Faculty of Arts E-Strategy

RECEIVED:

A memorandum and paper from the Chair of the Faculty of Arts IT Committee on the Arts Faculty E-Strategy (IPSC.27/05-06 & IPSC.28/05-06).

REPORTED:(by the Chair of the Faculty of Arts IT Committee)

- (a) That the concept of the Learning Centre building was being developed and that this will address the lack of teaching room space identified in section four bullet point 4 of paper IPSC.28/05-06

- (b) That the Committee recognises the pressure on existing teaching room space.

35/05-06 Minutes of the Faculty IT Committees

RECEIVED:

The minutes of the meetings of the Faculty IT Committees held during the summer term (IPSC.29/05-06)

REPORTED: (by the Secretary of the Committee)

- (a) That minutes for the Faculty of Social Studies IT Committee were not included in paper IPSC 29/05-06 as a meeting of this committee had not yet been convened for the summer term.

RESOLVED

- (a) That the minutes be approved.
- (b) That the Committee record its gratitude to Professor Labbe for her contribution to the work of the Committee

36/05-06 Minutes of the E-Learning Steering Group

CONSIDERED:

The minutes of the meetings of the E-learning Steering Group held on the 5<sup>th</sup> of May 2006 (IPSC.30/05-06).

RESOLVED

That the minutes be approved.