

UNIVERSITY OF WARWICK

Information Policy and Strategy Committee

Minutes of the meeting of the Information Policy and Strategy Committee held on 20th February 2007.

Present: Professor T Docherty (in the Chair), Professor D Singer, Dr J Smith, Dr K Leppard, Dr T Arber, Dr K. Astbury, Director of IT Services, Librarian, Ms C Longworth

Apologies: Professor A Caesar, Professor Y Carter, Professor M Smith, Professor A Neal, Professor M Luntley, Professor M Waterson, Professor M Whitby, Registrar

In Attendance: Mr J Dale, Mr D Butcher, Mrs S Lever

1/06-07 Minutes

RESOLVED:

That the minutes of the meeting of the Committee held on 14th November 2006 be approved.

2/06-07 Chair's Business

(a) Warwick Futures

REPORTED:

An oral report from the Chair on the progress and timescale of Warwick Futures was received. Emerging from the process there are two big ideas; a. 'Green Warwick' and b. an 'Institute of Advanced Studies'.

3/06-07 Report on Library Matters

RECEIVED:

A report from the University Librarian (paper IPSC 16/06-07), including the implementation of an e-Book project funded by JISC to extend provision, stimulate new business models and evaluate the project's benefits both for publishers and the sector alike. It was also highlighted that the Modern Records Centre had achieved designation status from the Museum Libraries and Archive Council in recognition of its international importance.

4/06-07 Report on Key Items for the 5-Year Plan

RECEIVED:

A report from the University Librarian (paper IPSC.17/06-07).

Together with an oral report from the Librarian, noting that:

- (a) Issues around publication costs to provide clarity to researchers is to be discussed with Mrs K Hughes in RSS.
- (b) The University Librarian would be preparing the Library 5-Year Plan for consideration at the extraordinary meeting of the Committee.

5/06-07 Composite Report on IT Matters and Key Items for the 5-Year Plan

RECEIVED:

A report from the Director of IT Services (paper IPSC.18/06-07).

Together with an oral report from the Librarian, noting that:

- (a) Consultation would be welcome and meetings are to be arranged with the ITS Director and the Faculty IT Chairs.
- (b) The Director of IT Services is preparing the IT Services 5-Year Plan for consideration at the extraordinary meeting of the Committee.

6/06-07 Presentation on the summer Library remodelling

RECEIVED:

A presentation from the University Librarian (paper IPSC 19/06-07).

Together with an oral report from the Librarian, noting that:

Some space within the remodelled library was currently left vacant contingent on the Wolfson bid for funding and that whilst the library was attempting to avoid closure the timescales for the remodelling are very tight.

7/06-07 University E-mail Project

RECEIVED:

A paper from the Director of IT Services (paper IPSC.20/06-07).

Together with an oral report from the Director of IT Services, noting that:

- (a) Outlook 2003 full client is to be made available to all on a department by department basis by user code, to be complete by 20th March .
- (b) GroupWise ability to send/receive email to be disabled on 10th April.
- (c) 3 terrabytes of GroupWise data is to be cleaned and migrated by 20th June and then after a short gap GroupWise decommissioned.

- (d) Recent mail relay issues have been attributed to an attack via DCCH
2 of the 3 mail relays have been patched.
- (e) Users who failed to submit their online form by the 9th February will get
a vanilla account not necessarily tailored to their needs.

8/06-07 Minutes of the Information Security Committee

CONSIDERED:

The minutes of the last meeting of the information Security Working Group (paper IPSC. 21/06-07).

RESOLVED:

That the minutes be approved.

9/06-07 Minutes of the Faculty IT Committees

CONSIDERED:

The minutes of the meetings of the Faculty IT Committees (paper IPSC.22/06-07).

RESOLVED:

That the minutes be approved. Other than the Medical School minutes to be considered for approval at the next meeting.

10/06-07 Minutes of the E-Learning Steering Group

CONSIDERED:

The minutes of the E-Learning Steering Group (paper IPSC.23/06-07)

RESOLVED:

That the minutes be resolved at the next meeting.

11/06-07 Social Studies Work Areas

REPORTED:

Prof. J Smith orally reported that the Social Studies work areas are not up to scratch.

RESOLVED:

That further clarification of what concerns need addressing be provided, so that IT Services can investigate.

12/06-07 SAN Infrastructure

REPORTED:

Dr K Leppard orally reported that the Science Faculty funded the SAN infrastructure but do not have access to it.

RESOLVED:

That IT Services will investigate current SAN usage and report back to this Committee.

13/06-07

Russell Universities Group of IT Directors (RUGIT)

REPORTED:

Dr T Aber orally reported that the RUGIT committee currently does not have a member of IT Services in attendance and appears to be making decisions affecting the region.

RESOLVED:

That the Director of IT Services will become a member of RUGIT.

14/06-07

Co-ordination of IT related Activities

REPORTED:

Dr T Aber orally reported that co-ordination of activities of the Centre for Scientific Computing particularly purchasing and infrastructure, might be beneficial.

RESOLVED:

That IT Services will investigate, the co-ordination of IT related activities with a view to putting a solution in place.

15/06-07

Tracking Alumni Students

REPORTED:

Dr T Aber orally reported that an email service to track postgraduate students would be beneficial.

RESOLVED:

That IT Services will investigate if the business requirements surrounding this can be identified.