

UNIVERSITY OF WARWICK

Information Policy and Strategy Committee

Minutes of the meeting of the Information Policy and Strategy Committee held on 11th November 2005.

Present: Professor M Whitby (in the Chair), Professor J Labbe , Professor M Luntley, Professor M Smith, Professor M Waterson, Dr T Arber, Dr K Leppard, Mr B Duggan, Director of IT Services, Librarian, Registrar

Apologies: Professor A Caesar, Professor Y Carter, Professor T Docherty, Professor A Neal

In Attendance: , Mr N Hull, Mr S Hunt, Ms M Visser

01/05-06 Minutes

RESOLVED:

That the minutes of the meeting of the Committee held on 31st May, 2005, be approved.

02/05-06 Chair's Business

(a) Education Innovation Fund

RECEIVED:

An oral report from the Chair regarding the Education Innovation Fund, it being noted that the total allocation was £1M for this academic year and that the normal maximum was £50K per individual allocation. The bidding-round will commence in mid-December 2005, with further rounds to follow.

(b) Teaching and Learning Strategy

RECEIVED:

An oral report from the Chair regarding the Teaching and Learning Strategy, it being noted that the Strategy for 2002-2005 was to be overhauled and that a further three years funding is to be allocated reflecting curricula needs within academic departments.

03/05-06 Composite Report on Library Matters

CONSIDERED:

A report from the University Librarian (paper IPSC.2/05-06).

RESOLVED:

That the report be approved, it being noted that:

- (a) the extended Library opening hours would in particular benefit postgraduate and medicine students,
- (b) the joint statement from the Research Councils regarding access to research outputs had been delayed,
- (c) the Ethnicity and Migration Collection was a welcome additional resource which departments should consider making full use of when designing their modules and their research,
- (d) a paper will be brought to a later meeting of the Committee outlining the possible solutions regarding off-site storage
- (e) the satellite Learning Grid being developed for the Gibbet Hill campus would be a resource for both Medical School and Biological Sciences students and that both departments would be involved in the project.

04/05-06 Composite Report on IT Matters

CONSIDERED:

A report from the Director of IT Services (paper IPSC.24/04-05).

RESOLVED:

That the report be approved, it being noted that:

- (a) the new webmail service for first year students had been successfully implemented, with migration of second year and some third year students scheduled for the spring term,
- (b) the project to implement a new staff email system was progressing well, migration options were being evaluated and that advice would be given to staff whose existing data exceeded the new quota system,
- (c) the management of the residential network this academic year had been challenging and that this had now been brought back in-house.

05/05-06 E-Learning

CONSIDERED:

A paper from the University e-Learning Steering Group (paper EL.8/05-06).

RESOLVED:

- (a) That the report be approved, it being noted that e-learning should be seen as more than simply an IT-related issue, and should, therefore, be considered by Faculty undergraduate and postgraduate study committees in addition to this Committee and the e-Learning Steering Group.
- (b) That at the next meeting of the Committee a draft of the new e-Learning strategy should be considered.

06/05-06 Information Security

CONSIDERED:

A paper from the Director of IT Services (paper IPSC.4/05-06).

RESOLVED:

- (a) That in future the minutes of the Information Security Working Group should not form part of a report from the Director of IT Services, but should be considered separately.
- (b) That the report be approved, it being noted that the draft Password Policy, as set out in paper IPSC.4/05-06, be regarded as an interim measure.
- (c) That the four Faculty IT Committees consider the draft Password Policy at their next meetings and in particular should give careful consideration to an amendment such that section 4.1 (Choice of passwords) be changed to read "Passwords must..."

RECOMMENDED (to the Senate):

- (d) That the Password Policy, as set out in paper IPSC.4/05-06, be approved as an interim measure, it being noted that the Committee proposes to bring forward (for the approval of the Senate) amendments to this policy during the course of the academic year with a view to make the policy more robust.

07/05-06 Duplicate Texts

CONSIDERED:

A paper from the Librarian (paper IPSC.5/05-06).

RESOLVED:

That the report be approved, it being noted that the ramifications of the Policy be monitored by the Librarian.

08/05-06 Academic Satisfaction Review

CONSIDERED:

A paper from Quad Research (paper IPSC.6/05-05).

RESOLVED:

That the report be approved, it being noted that:

- (a) satisfaction levels amongst the student body are generally very high across the University and

- (b) the University Librarian and the Education Officer of the Students' Union work to eradicate the inappropriate questions under the section entitled "Library Services" from future surveys.

09/05-06 Minutes of the Faculty IT Committees

CONSIDERED:

The minutes of the faculties of Medicine and Science IT Committees (paper IPSC.29-04/05) and an oral report from the Chair of the Faculty of Arts IT Committee.

RESOLVED:

That the minutes of the faculties of Medicine and Science IT Committees and the oral report from the Chair of the Faculty of Arts IT Committee be approved.

10/05-06 Minutes of the E-Learning Steering Group

CONSIDERED:

The minutes of the E-Learning Steering Group (paper IPSC.8/05-06)

RESOLVED:

That the minutes be approved.