UNIVERSITY OF CAMBRIDGE
Department of Computer
Science and Technology

IT Strategy Committee
11th March 2021 at 10 a.m. via Microsoft Teams

Agenda

1. **Apologies for absence**

2. **Approval of the Minutes of the Previous Meeting**
   Unconfirmed Minutes of the meeting held on 16th February 2021 are attached for approval.
   (Document 1).

3. **Matters Arising/Actions from the Previous Meeting**

   (a)   *Terms of Reference (Item 3)*
         ARB to seek HoD approval to raise the threshold for purchasing from 20K to 25K to
         align with the University procurement threshold.

   (b)   *Future Agendas (Item 5)*
         i) To consider future agendas (longstanding items in addition to exceptional items)?
         Revisit and reassess regularly the biggest demand for computing resources for each
         course and how the demand can be best managed.
         MJ to bring this back to another meeting with a recommendation of what might be
         measured and how it might be measured.

   (c)   *Planning/Future Needs (Item 7)*
         ii) To decide upon the mechanism for communicating needs to the Committee.
         All Committee Members were requested to reflect on mechanisms for
         communicating needs to the Committee and bring suggestions back to the next
         meeting.

   (d)   *Future email strategy: Needs consideration due to Hermes reaching end-of-life (Item
         8)*
         SWM to follow-up with a few members of the Committee to look at alternative
         options for an external buy-in service and report back to the Committee.

   (e)   *GPU Resources for Teaching (Item 9)*
         To consider GPU resources for machine learning and teaching.
         All Members to bring concrete numbers in terms of resources to the next meeting.

4. **Standing Items**

   (a)   MS and GH to provide an update on current issues.
   (b)   Report on the School's IT Strategy Committee and update from UIS.

5. **'Suggestion Box'**
   The Committee to review the idea of an IT Strategy 'Suggestion Box'.

6. **Future email strategy**
   Needs consideration due to Hermes reaching end-of-life.

The Committee to consider carrying out a survey to ascertain the view that is representative of the department as a whole.

7. **Resources for Teaching**
   To consider GPU resources for machine learning and teaching.

   (i) The Committee to ascertain what resources will be needed for MPhil teaching and projects and PhDs and to make recommendations.
   (ii) The Committee to discuss further what resources the department has from a research point of view and how they are allocated, and if resources are generally available from the department or are more tied to particular projects/research teams.

8. **Funding for shared computer infrastructure (donations, etc.)**
   Item brought forward from the last meeting.

9. **Any other business**

10. **Date of next meeting**