

IT Strategy Committee
5th October 2021 at 11 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 27th May 2021 are attached for approval.
(Document 1).

3. Matters Arising/Actions from the Previous Meeting

- (a) *GPU Resources for Teaching (Item 3a)*
MJ to discuss proposal on GP Resources circulated to Committee Members.
- (b) *Funding for shared computer infrastructure (Item 3b)*
GH to provide a timeline from James Matheson of upcoming UIS infrastructure project bids.
- (c) *Review of the email survey (Item 5)*
SWM agreed to set up a working group to review the department's future email strategy. SWM to give an update on the findings of the working group and to report on next steps.
- (d) *Laptop by default for PhD students (Item 6)*
GH/MS to provide 2/3 laptop specs for PhD students and order supply of laptops to ensure that they are stock at the beginning of the academic year. GH/MS to confirm that a mechanism is in place.
- (e) *Sys-admin (Item 7)*
GH/JD agreed to discuss sys-admin response times. GH to provide an update on the review of the ticketing system, in particular expected response timeframes.
- (f) *Operational Issues (Item 8)*
SWM/MS/GH agreed to review CO staffing level needs. SWM to update Committee Members on the progress of the IT Support Planning Document.

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. GDPR

There is a need for a departmental strategy for managing personal data. It is suggested that Professor Alastair Beresford, Graham Hatt and Caroline Stewart form a working group to conduct a review. The IT Strategy Committee are asked to consider what is needed from such

a review and provide the working group brief terms of reference and expected output (e.g. policy statement / report etc.).

6. GN09 Usage

Discuss GN09 usage and report to the Buildings and Environment Committee.

7. Any other business

8. Date of next meeting