

IT Strategy Committee, Department of Computer Science and Technology
3rd October 2024 at 10:30 am
SW00, William Gates Building

AGENDA

Membership

Richard Mortier, Chair [RM]

Thomas Sauerwald, Deputy HoD [TS]

Mark Cresham, Secretary [MC]

Daniel Porter, IT Support Manager [DP]

Tim Jones, UTO Rep [TJ]

Sam Nallaperuma, Research Staff Rep [SN]

Rob Harle, Director UG Teaching [RH]

Abraham Martin Campillo, UIS Rep [AM]

Helen Francis, PSS Rep [HF]

Malcolm Scott, IT Infrastructure Specialist [MS]

Nic Lane, GPU resourcing strategy lead [NL]

1. Welcome & apologies [RM]

2. Approval of the Minutes of the previous meeting [RM]

Unconfirmed Minutes of the meeting held on 20th June 2024 are attached for approval.

3. Matters arising [RM]

4. Actions from the previous meeting [RM]

(i) GPU Upgrades

- MS to update on proposal to HoD Team to upgrade the departmental GPUs over the summer.
- NL to update on revision of GPU for teaching proposal to be sent to HoD Team. A paper is attached from NL titled "alternative_gpu_options.pdf"

(ii) Recovering of finances

- DP and HF to update on discussions with Sarah Bainsfair, Finance Analyst.
- DP to update on cost recovery of equipment on grants.

5. Standing items

- *(i) IT team update [DP, MS]

6. Main business

- (i) ITSC membership and process [RM]
 - Discussion on process for the forthcoming ITSC meetings. The current terms of reference can be found here:
<https://www.cst.cam.ac.uk/local/committees/itstrategy/terms-reference>
- (ii) Meeting room upgrades [RM, TS]

The department is happy to fund one room for an AV upgrade as a trial.

The UIS-preferred option for a medium-size room is rather expensive (>10K), and we do not anticipate most meetings to involve more than 5 (active) participants. Therefore we would prefer to try the small room option, which is about half the price (around 5K) of the medium room option. We also don't seem to need the optional Android Panel Bar.

<https://help.uis.cam.ac.uk/hmr-institutions>

The room we suggest trying is GS15 (in case this isn't successful, an option is to relocate the equipment to SC01).

The UIS option supports Team and Zoom natively, but Zoom also seems to have compatibility to be integrated into Google Meets:

https://support.zoom.com/hc/en/article?id=zm_kb&sysparm_article=KB0058311

Proposed next action is to ask UIS to come and evaluate the room(s) in the hope that they will agree to using the small room option in GS15.

- (iii) State of the nation [DP, MS]
 - Discussion of the current state of IT Services following a report from DP and MS. Papers are attached from DP and MS, titled "2024.10.01 - State of Nation (Support).pdf" and "ITSC report_ Infrastructure - October 2024.pdf" respectively.

7. Any Other Business [RM]

8. Date of next meeting(s) [RM]

- (i) Confirmation of the date, time and location of the next meeting. All meetings are included below for reference.
 - 2nd December 2024 - 14:00-15:30 - Location SW00.
 - 21st January 2025 - 14:00-15:00 - Location: SW00.
 - 29th April 2025 - 14:00-15:00 - Location: SW00.
 - 17th June 2025 - 14:00-15:00 - Location: SW00.