

Darwin College Computer Committee – Minutes

Meeting date:	Wednesday 18 January 2017
Present:	Alan Blackwell (chair), Andrzej Bugajski, Reuben Drews, Matthew Edwards, Ronald Haynes, Espen Koht, Andy Pitts <i>No declarations of interest were recorded</i>
Apologies:	Miltos Allamanis, Carl Rasmussen

Minutes of the last meeting were approved.

Matters arising:

Two students have been identified who might assist with updating lecture series pages. EK will meet them. EK has started discussion with contractors regarding upgrade work to Drupal theme
AB passed DCSA 2006-9 archive material to RD, who will review, then forward to the Archivist

768. Introduction to UIS College representative

RH joined the meeting, as liaison with University Information Services (UIS). He will continue attending as an observer. He reported IT Review goals to increase interaction between colleges and UIS, e.g. for staff development or secondments. The committee strongly supported the principle of closer working across the university, noting EK's existing service in chairing the College IT Managers Group. RH reported strategic review objectives that administrative IT should be fit for purpose, and IT for teaching and research world-leading and innovative. Darwin is distinctive, in that students are primarily focused on research, rather than teaching functions typically administered by a college tutorial office.

Immediate enquiries for RH: 1) What solution is recommended by UIS for archiving of student society papers? 2) Talks.cam is a key component of public engagement work at Darwin – what are development and maintenance plans (ideally in collaboration with external users of the code base)?

769. Location of IT office

Planned layout changes to the Study Centre involve removal of the IT office. ME reported that as a medium-term alternative, a basement room in 3 Newnham Terrace is being refitted with office space for the IT manager, some storage, and workbench for equipment repairs. Laptop clinic sessions will move to the Student Librarians' office.

770. Website

ME confirmed that a budget for ongoing maintenance is available. Planned Drupal theme fixes will test maintainability of current implementation.

771. DCSA

Nothing further to report

772. College computing facilities

Network ducts are under construction, in consultation with UIS network support team
Display screen and wireless network access for new Bradfield room have been specified by EK.
New formal hall booking system is now live, managed by catering department

773. University information systems

Nothing further to report

Date of next meeting:

Wednesday 26 April 2017