

Darwin College Information Services Committee – Minutes

Meeting date: Wednesday 10 October 2018

Present: Andrzej Bugajski (Abu - IT Assistant), Ruben Drews (RD - DCSA comms officer), Russell Cowburn (RC), Alan Blackwell (ABI - chair), Ronald Haynes (UIS liaison), Espen Koht (EK – IT Manager), Giles Greenfield (GG - Head of Domestic Operations), Vinay Malhotra (VM - DCSA welfare officer)

No declarations of interest were recorded

Apologies: Charlotte Tumescheit, Katja Kevic

Minutes of the last meeting. Actions as follows:

ABI: Transfer of Darwin College Research Reports to Apollo repository still to be explored

ABI: Draft annual report to Council – was reviewed and approved by the committee

792. Review of IT strategy document

The strategy was discussed. RC suggests an update referring to security of personal data would be useful (under 2.4). GG suggests explicit reference to responsibility of college IT department. Action: EK

793. Website update plans

A template for invitations to tender was discussed. RC suggests that charities template may be reformatted, AB noted that template items may be deleted. GG asked for consideration of how to market new commercial activities – perhaps as a separate website.

Subcommittee to customize this template, invite tenders, and bring recommendations: GG, RH, EK, VM

794. DCSA

Note that WhatsUp is now being used more extensively for messaging. Some freshers arrived very early this year (and some blips with MBAs), with compromise in not sending information too early.

Wireless: VM notes that some personal devices do not support Eduroam authentication. EK is working on solution. RD confirmed that students will be surveyed about wireless experience via WhatsUp.

795. College computing facilities

51 Newnham Road (new property) is now online, once again coordinated with UIS for cost efficiency.

EK has continued to contribute to GDPR policy review.

Digital signage is now installed in Porters Lodge, very useful for travel advice (trains, perhaps flights, buses based on customization of smart city dashboard).

796. University information systems

VM raised note that it is not possible to send email via Exchange Online from subdomain-specific role addresses at Darwin. Action: RH to chase issue at UIS.

CamSIS improvement – AB asked what approach has been taken to design of graduate student functionality. Action: RH to ask what conclusions were reached by the design team for Postgraduate Student Feedback.

Review of UIS charging structure is ongoing. EK notes that we have not heard about this – perhaps the Bursar has been consulted?

Institutional storage is also being piloted – we would like to know more about this.

Date of next meeting:

Wednesday 16 January 2019. Note that conflict with Library Committee is undesirable, as there are members in common between the committees.

Alan Blackwell
17 November 2018