Minutes of the last meeting were approved.

Matters arising from the minutes:
AP asked about the reported problem sending email from College role addresses; EK said that the newly devolved (to College) management system for Exchange might make the problem easier to manage.

805. Website working group
GG gave a report on the current status of the new College website. The company contracted to carry out the design work for a fixed price is taking longer than expected, but is being pressed hard to complete its work. At the moment the new web design exists on a staging site that is due to be released to us imminently for testing before it goes live. Most migration of data from the existing site to the new one has been done, but more recent content will need to be updated manually.

806. Computing facilities
There is a rolling program for renewing the 16 PCs in the Study Centre. EK plans to review printing facilities in the Study Centre in time for when the current contract for our leased printers expires. EK and AB2 reported that although it has not been publicized very much, they are running a laptop clinic from the Study Center rather than the IS office in Newnham 3 and it is proving helpful to users; there is a need for IT staff to be available in the Study Center to prevent the librarians from having to try to deal with IT-related problems, such as laptop connections. Wi-fi access points around College are being updated on a like-for-like basis; EK plans to replace the “Darwin Wireless” network in favour of “Darwin Visitors” by Christmas, but eduroam will remain the primary network for all members and academic visitors. GG reported that some College accommodation in flats does not have College-provided wi-fi, but that planning is in place to plug this gap next summer.

807. DCSA
The DCSA is planning a comprehensive update of the content of its web pages; at present it is not planning to use the new website theme immediately, but may do so in future. MS reported that they are aiming to produce a central calendar (based, as now, on Google Calendar) showing all DCSA-related events including those of the various DCSA societies.

808. University Information Services
RH reported on matters related to the University’s plan to structure its business into four “portfolios” (business systems, research, education and infrastructure); UIS is working with the Colleges IT Management Group (CITMG) and the Colleges' IT Committee (CITC) who together are looking at the implications of this for IT priorities and planning. It is not clear exactly how the College’s work will fit into this four-portfolio structure (for example, under which portfolio CamSIS will fall). A University “digital presence” strategy is being evolved and may be of interest to the College. The UIS review of email provision last May elicited a large volume of feedback from users, causing the results of the review to be postponed; it is expected in a few weeks’ time. A UIS review of collaboration and videoconferencing has been started, and hopefully will provide further details soon. UIS has recently created a Service Management Office in order to better monitor its service quality. A University cyber-security strategy is being evolved; for example, the use of 2-factor authentication...
has been tested successfully and soon there will be a University-wide roll out of its use (for example, with Raven). AB1 asked about measures to avoid on-line fraud (such as the recent rash of fake emails asking for assistance, apparently from prominent members of the University, such as our own Master). UIS have a course and advice online (https://help.uis.cam.ac.uk/service/security/stay-safe-online/scamcentre). EK suggested that the DCSA should alert its Society treasurers at vulnerable times of year (for example, when May Event bills are being paid) to be especially careful of email attempts at fraud.

**809. AOB**

EK reported that as part of the work in progress to update the College’s risk register, it will contain specific IT-related risks and mitigations for the first time; the three main areas are cyber attack, physical attacks on our infrastructure, and failure of external service providers. GG reported that a review of the information assets register for GDPR purposes is also ongoing across the College.

**Date of next meeting:** Wednesday 15 January 2020

Andrew Pitts  
22 October 2019