THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Information Policy and Strategy Committee
held on 6 April 2009

Present: Professor M E Smith (Chair)
                          Registrar
                          Director of IT Services
                          Dr K Leppard
                          Professor J Smith
                          Mr M Surve
                          Dr D Davies
                          Librarian

Apologies: Professor S Bruzzi
                          Dr C Jenainati
                          Professor K Lamberts
                          Professor R Lindley
                          Dr R Roemer
                          Professor D Singer
                          Professor M Waterson

In Attendance: Mr G Bennett, Mr J Dale, Deputy Librarian

31/08-09   Minutes

              RESOLVED:

              That the minutes of the Committee meeting held on 13 February 2009 be
              approved.

32/08-09   Computer-aided Summative Assessment (minute 18/08-09 refers)

              REPORTED: (by the Chair)

              (a)   That the Chair of IPSC and the Chair of the Academic Quality and
                     Standards Committee (AQSC) were in agreement that the issue of
                     Computer-aided Summative Assessment warranted serious
                     consideration.

              (b)   That the proposed terms of reference and membership of the working
                     group were being discussed and would be brought forward to a future
                     meeting of IPSC.

              RESOLVED:

              That Dr Keith Leppard be invited to be a member of the working group.

33/08-09   Secure Access to National Statistics (minute 22/08-09 refers)

REPORTED: (by the Librarian)

(a)   That she had met with representatives from IT Services to discuss the feasibility and practical implications of Warwick housing an access point to Office of National Statistics data on campus.

(b)   That further consideration would be given as to whether it would be appropriate for the location to be a standard office space or a secure room, and that further information was being awaited from ESRC as to any specific requirements.

(c)   That a more detailed proposal would be brought forward to a future meeting of IPSC.

34/08-09   Online Course Support (minute 26/08-09 refers)

REPORTED: (by the Librarian)

That the first meeting of the group established to explore potential solutions in online course support had met, and that the group was undertaking a scoping exercise to define requirements and to compare those requirements to the current capabilities.

RESOLVED:

That Dr D Davies be included in future meetings to provide input from the Medical School.

35/08-09   Future Agendas

REPORTED: (by the Chair)

(a)   That should Committee members wish to propose any specific strategic discussion items for future meetings of IPSC, they should do so via the Chair.

(b)   That the Assistant Registrar (Information Security, Risk and Business Continuity) would be attending the next meeting of the IPSC to give a presentation on the proposed University information security policy.

36/08-09   Five Year Plan for the Library

CONSIDERED:

The draft Five Year Plan for the Library (IPSC.16/08-09).

REPORTED: (by the Librarian)

(a)   That in the light of the current financial climate, three scenarios were being proposed for consideration by the Committee.

(b)   That the first scenario presented the 'as is' situation (Option 1 in paper IPSC.16/08-09), which would not deliver the necessary cost-saving measures.

(c)   That the remaining two scenarios outlined in IPSC.16/08-09 both delivered the necessary 5% savings, with Option 3 focusing on protecting the University's periodicals and database portfolio.

(d)   That focus needed to be given to the affordability of information resources at the back end of the plan, due to the anticipated continuations of above-inflationary rises in the costs of periodicals and databases.

RESOLVED:

That the Committee appreciated the complexities of the current planning process, and were supportive of the nature of the options being considered by Library as it continued to develop its five year plan.

37/08-09   Five Year Plan for IT Services

CONSIDERED:

The draft Five Year Plan Overview for IT Services (IPSC.17/08-09).

REPORTED: (by the Director of IT Services)

(a)   That in the light of the current financial climate, three scenarios were being proposed for consideration by the Committee.

(b)   That the first scenario (Option 1 in paper IPSC.17/08-09) implemented relatively conservative cost savings and would result in an adequate but unexceptional IT Service.

(c)   That the second scenario (Option 2 in paper IPSC.17/08-09) proposed deeper cuts and no significant new capabilities, resulting in significant increase in delays around incidents and requests.

(d)   That the third scenario (Option 3 in paper IPSC.17/08-09) proposed significant cost-savings, but with some of the savings being reinvested in strategic initiatives, which would result in a modest overall cost savings and progress in areas directly related to the wider strategic objectives of the University.

RESOLVED:

(a)   That IPSC was supportive of the concept of continuing investment alongside the proposed cost savings, although further clarification was needed around which of the proposed investments would deliver the most benefit.

(b)   That the Director of IT Services revise the draft Five Year Plan to emphasise which of the proposed investments under Scenario 3 would deliver the most significant impact (both in terms of quality and

visibility) with a view to getting further feedback from IPSC members electronically.

38/08-09   Minutes of the Arts Faculty IT Committee

RECEIVED:

Minutes (unconfirmed) of the meeting of the Arts Faculty IT Committee held on 12 February 2009 (IPSC.18/08-09).