

UNIVERSITY OF WARWICK

Information Policy and Strategy Committee

Minutes of the meeting of the Information Policy and Strategy Committee held on 14th November 2006 at 09:30 in the Council Chamber.

Present: Professor M Whitby (in the Chair), Dr K Astbury, Mr J Baldwin, Ms A Bell, Professor A Caesar, Professor Y Carter, Mr J Dale, Professor T Docherty, Mrs R Gilmore, Dr K Leppard, Ms C Longworth, Professor M Luntley, Professor D Singer, Dr J Smith, Professor M Smith

Apologies: Dr T Arber, Professor M Waterson

In Attendance: Mr A Brewerton, Mr D Butcher, Mr J Dale

1/06-07 Membership and Terms of Reference

REPORTED:

The membership and Terms of Reference for the Committee for 2006/2007 (paper IPSC.1/06-07)

2/06-07 Minutes

CONSIDERED:

The minutes of the last meeting of the Committee held on the 30th of May 2006.

RESOLVED:

That the minutes be approved

3/06-07 Chairs Business

RECEIVED:

An oral report from the Chair indicating that the an additional agenda item (6/06-07) on the recent eMail developments would be included for discussion and that the revised start time would affect the sequence in which items were dealt with on the agenda.

4/06-07 Composite report on Library Matters

CONSIDERED:

A report from the University Librarian on national and local library developments, including research into scholarly journal publishing, the British Academy's review on Copyright and Research and the joint SCONUL and UCISA JISC-funded project on access to e-resources for visitors. Locally a survey of periodical subscriptions with departments was conducted in the previous session, new subscriptions are

being taken out to cover the priority periodicals identified, following agreement to move to e-only subscriptions where this produced savings that could be re-deployed on new titles (paper IPSC. 2/06-07).

REPORTED: (by the University Librarian)

That the University is bidding for Wolfson funding to support the development of a flagship PGR facility.. A maximum of £500k funding was available from Wolfson and matched funding is required. The timing for the bid is for an expression of interest to be submitted in January 2007, followed by a formal bid in March 2007 with announcements being made in July.

RESOLVED:

That the University Librarian provide an analysis of the balance of trade in relation to the new periodical subscriptions by faculty and distribute to the Chairs of Faculty and Chair of faculty IT Committees, following the release of resource by moving to e-only subscriptions.

5/06-07

Electronic Theses

CONSIDERED:

A report from the University Librarian on national developments in electronic theses services and an overview of the electronic theses service proposed by the British Library, with a possible start in Summer 2007 (paper IPSC. 3/06-07)

RESOLVED:

- (a) That the library includes provision in its next five year plan for the establishment of an e-theses service
- (b) That a hybrid e-theses model for the provision of a service should be pursued (where hardcopy is used for examination purposes and a digital version produced subsequently for retention and storage).
- (c) That the committee recommendation of a proof reading step for theses prior to inclusion within an e-theses service should be raised with the Board of Graduate Studies

6/06-07

Report on the impact of the power outage on 9th November 2006 on IT facilities

CONSIDERED:

A report from the Director of IT Services on the impact of the power outage on 9th November 2006 on IT facilities (paper IPSC. 16/06-07)

REPORTED: (by the Director of IT Services)

That an underlying contributory factor was the age of the main ITS computer room and it's current power supply infrastructure

RESOLVED:

- (a) That the underlying cause of the outage, inadequately robust power provision to the ITS machine room must be addressed as a top priority

7/06-07 Composite report on IT matters

CONSIDERED:

A report from the Director of IT Services in relation to developments of IT matters including the recent accommodation review for both staff and IT infrastructure, an increase in the availability of support for the Student Residential network to include weekends and development of a controlled file sharing service which will allow access to files on and off campus and by university and non-university users.

REPORTED: (by the chair)

That feedback on the flexibility, quality and structure of IT induction arrangements has been received

RESOLVED:

That the Chair would clarify the feedback with the Director of IT services who will take appropriate action

8/06-07 A Warwick Institutional Repository?

CONSIDERED:

A paper from the University Librarian on the establishment of a Warwick Institutional Repository (paper IPSC. 3/06-07).

REPORTED:

That the need for an open access repository varies by faculty, it being noted that the Medical School would welcome swift action while others faculties require further discussions of the issues.

RESOLVED:

That the University Librarian further develops the details of a possible Institutional Repository mindful of the committee's comments and present a paper at a future meeting.

9/06-07 Usage data versus privacy in the VLE

CONSIDERED:

A discussion paper from the Head of e-Learning and Web Development on User tracking versus privacy in the VLE (paper IPSC. 6/06-07)

RESOLVED:

That no capabilities be added to the Warwick VLE to provide analysis of identified user activity.

10/06-07 Web filtering

CONSIDERED:

A covering and briefing paper from the Director of IT on blocking access to child pornography (papers IPSC. 7/06-07 and IPSC. 8/06-07).

REPORTED:

The Chairs of IT Faculties reported the following results as a result of discussion in preparation for the meeting

Faculty of Arts	Not supportive of web filtering
Faculty of Social Sciences	Not supportive of web filtering
Faculty of Science	No faculty consensus
Medical School	Not supportive of web filtering

RESOLVED:

That recognising the limited capability of existing technology the committee does not recommend the implementation of a web filtering system.

11/06-07 E-mail project update

CONSIDERED:

A report from the Director of It Services on the progress of the e-mail project (paper IPSC. 9/06-07)

REPORTED: (by the Chair of the Science Faculty IT committee)

The proposed restrictions of 10 Megabytes on the size of e-mail attachment would, in the view of the Heads of Departments in the Science Faculty, make the system not fit for purpose.

RESOLVED:

That the Director of IT Services would further assess both options to increase the allowed size of attachment to emails and appropriate alternatives to address the problem and report back to the committee.

12/06-07 Academic Satisfaction Survey

CONSIDERED:

A paper from Quad Research (paper IPSC. 10/06-07)

REPORTED

That the survey was completed during a period of disruption to Residential Network which was reflected in the survey responses. Since the survey was completed improvements have been made the Residential network infrastructure and support arrangements.

RESOLVED:

- (a) In future meetings only the portions of the survey relevant to IT and Library would be included in the meeting packs

13/06-07 Residential network acceptable use policy

RECEIVED:

The Residential Acceptable Use Policy as approved by Chairs action during August 2006 (paper IPSC. 11/06-70).

14/06-07 Minutes of the Information Security Committee

CONSIDERED:

The minutes of the last meeting of the information Security Working Group (paper IPSC. 12/06-07).

RESOLVED:

That the minutes be approved

15/06-07 Protective marking policy

CONSIDERED:

A policy from the Information Security Working Group on a permanent marking policy (paper IPSC. 13/06-07)

RESOLVED:

That the policy be recommended to Senate for approval

16/06-07 Minutes of the Faculty It Committees

CONSIDERED:

Minutes of the meeting of the Faculty IT committees (paper IPSC. 14/06-07).

RESOLVED:

That the minutes be approved

17/06-07 Minutes of the E-Learning Steering Group

CONSIDERED:

The minutes of the E-Learning Steering Group (paper IPSC. 15/06-07).

RESOLVED:

That the minutes be approved