UNIVERSITY OF WARWICK

Information Policy and Strategy Committee

Minutes of the meeting of the Information Policy and Strategy Committee held on 30th March 2004.

Present: Professor LM Whitby (Chair), Professor M Allen, Professor J Jones, Professor A McFarlane, Professor D Singer, Mr R Watson, Acting Registrar, Librarian, Acting Director of IT Services.

Apologies: Professor M Devereux, Professor A Easton, Professor M McCrae, Professor A Mullender, Professor A Neal, Professor D Thomas.

In Attendance: Dr G Carden, Mr R Green, Ms M Visser.

15/03-04   Constitution of Senate Committees

                REPORTED:

                That at its meeting on 1st March 2004 the Steering Committee considered the proposed constitution and terms of reference of the International Strategy Committee and the Information Policy and Strategy Committee (SC.151/03-04) and resolved that the constitution and terms of reference of the International Strategy Committee and the Information Policy and Strategy Committee be approved as set out in paper SC.151/03-04 subject to further revision along the lines discussed at the meeting (minute SC.280/03-04 refers).

                RECEIVED:

                The revised and approved terms of reference and membership of the Committee for the academic year 2003/04 (paper IPSC.12/03-04).

16/03-04   The IT Five Year Plan

                CONSIDERED:

                A report from the Acting Director of IT Services of the IT 5 Year Plan (paper IPSC.13/03-04, copy attached).

                RESOLVED:

                (a)   That the bids of the provision of improved customer service (£75k) and for and information security officer (£45k) be recommended for approval and remain within the plan.

                (b)   That the following areas had been identified where service alterations might give potential savings of up £275k in 04/05, should they be required:

                        (i)   review of staff and resource requirements in ITS;

(ii)	the acquisition of digital resources to supplement web architecture - £50k;
(iii)	through reviewing the current portfolio of software licenses - £30k;
(iv)	closure of the date capture service - £25k, it being noted that the Committee believed this could only continue on a self-financing basis;
(v)	the remote and mobile computing project - £60k;
(vi)	the SAP project's proposed implementation of the Assets module and a pilot of Business Warehouse - £80k (for 04/05);
(vii)	the MLE project - £30k planned for additional software.

(c) That it be noted that the items (v) and (vii) were identified as of highest priority to retain in the plan as they were key elements of the e-Strategy.

17/03-04   The Library Five Year Plan

CONSIDERED:

A report from the Librarian on the Library 5 Year Plan (paper IPSC.14/03-04).

RESOLVED:

That the plan be recommended for approval it being noted that:

(a) Staff re-structuring was identified as a high priority.

(b) Certain core services were currently funded from vulnerable external and fines income.

18/03-04   Library Space Considerations

CONSIDERED:

A report from the Librarian on Space Issues in the Library (paper IPSC.6/03-04, copy attached).

REPORTED:

That if the SRC were relocated that this would release 5 km of spaced without the need for the disposal of any holdings and would generate time for the Committee to consider a longer term solution to the problem of space in the Library.

RESOLVED:

(a) That the Committee recommended that the approval of the short-term proposal of alleviate the problem of space in the Library and agreed the cost of re-organisation should be appended to the Library 5 Year Plan.

(b) That the University Secretary be requested to establish the cost of the buying-out the BP Store.

(c)   That the Accommodation Review Group give initial consideration to the issue of library space.

(d)   That the Building Committee be invited to consider the longer term issue of library expansion or new build in light of future capacity and fitness for purpose requirements.