



**KNOWLEDGE STRATEGY COMMITTEE**

**5 June 2015**

**Minute**

**Present:** Professor Ann Smyth (Convener)  
Ms Angi Lamb  
Dr Gordon McDougall  
Professor Richard Coyne  
Mr Gavin McLachlan  
Mr Dash Sekhar

**In attendance:** Ms Jo Craiglee  
Ms Janet Rennie  
Mrs Tracey Slaven  
Assistant Principal, Professor Arthur Trew  
Ms Imogen Wilson, EUSA Vice-President Academic Affairs elect  
Mr Jeremy Upton, Director of Library & University Collections  
Mr Barry Neilson, Director of Student Systems  
Dr Katherine Novosel, Head of Court Services

**Apologies:** Ms Doreen Davidson  
Vice-Principal Professor Jeff Haywood  
Vice-Principal Professor Sue Rigby  
Professor Allan Cumming  
Mr Hugh Edmiston  
Mr Phil McNaull  
Dr Catherine Elliott

**1 Minute**

**Paper A**

The Minute of the meeting held on 13 March 2015 was approved as a correct record.

The Committee welcomed Professor Richard Coyne to his first meeting as a Senate member and Ms Imogen Wilson, EUSA Vice-President Academic Affairs elect who was in attendance at this meeting.

The Committee further noted that this would be the last meeting to be attended by Professor Ann Smyth and Mr Dash Sekhar. Members thanked them for their significant contribution to the work of this Committee and across the University and wished them well for the future.

## **2 Matters Arising**

**Verbal**

The Chief Information Officer and Librarian to the University advised that work was currently underway to review the terms of reference of the Library Committee, IT Committee and University Collections Advisory Committee. It is intended that proposals will be put to the next meeting of Knowledge Strategy Committee for approval.

The Committee further noted and welcomed the discussions to re-locate the majority of IS support function staff within one building; and that a paper to take forward the funding requirements would be considered at the next meeting of the Policy and Resources Committee. It was noted that this proposal would free up much needed accommodation in the Main Library to provide further student study space; and improve working arrangements between the various IS teams. The Committee further noted that Argyle House was the proposed location.

## **3 Membership**

**Paper B**

The Committee noted that, since its last meeting, Professor Jeremy Bradshaw had tendered his resignation; and Senate had confirmed its nominated members, namely: Vice-Principal Professor Jeff Haywood, Vice-Principal Professor Sue Rigby, Dr Gordon McDougall, Professor Richard Coyne and Professor Allan Cumming.

It was further noted that the Nominations Committee had considered the Court members of Knowledge Strategy Committee at its last meeting and would be submitting recommendations to the next meeting of Court for approval on 22 June 2015. The Nominations Committee's recommendations would include proposals for the next Convener of Knowledge Strategy Committee and two new members. However, it was also suggested that the vacancy for a further Court member would not be filled until early next academic session.

The Committee reiterated its concerns around appropriate membership to ensure that the work of this Committee could be progressed effectively.

## **SUBSTANTIVE ITEMS**

### **4 IT Security**

**Paper C**

It was noted and commended that PwC had been commissioned to undertake an initial phase 1 audit on IT Security; and that the outcomes of this audit would help inform the preparation of an IT Security Strategy. The Committee further welcomed the development of a new central IT security team, with two additional posts for IT security professionals to be advertised in August 2015; and the intention to formally identify Senior Information Risk Officers (SIROs)

within Colleges, Support Groups, Schools and departments as part of the overall University approach to IT security. It was further confirmed that a process to raise awareness of IT security would be initiated across the University.

The Committee was fully supportive of the proposed approach to IT Security and noted that the draft IT Security Strategy would be presented for approval to the next meeting of Knowledge Strategy Committee. There was an appetite across the University to improve IT security; to have access to information on best practice; and to have a robust central IT security function. The Committee further requested regular reports on IT Security incidents, similar to the approach currently undertaken for health and safety monitoring.

## **5 IS Strategy**

## **Paper D**

The Committee noted the intention to develop a three year plan for ISG around the three main areas of: Student Experience; Research and Innovation; and Service Excellence. Once the Strategic Plan has been approved, roadmap/s will be developed to take forward these three elements of the ISG Strategic Vision. A further paper setting out these three areas was tabled at the meeting.

Further information was provided on the significant components within each of the three main areas and on the proposed initiatives. It was confirmed that there would be appropriate consultation and involvement of the University community, particularly EUSA, in developing further the ISG strategic vision and roadmap/s.

The Committee warmly welcomed and was very supportive of these proposals. It was anticipated that further information would be made available to the Committee early in 2015/2016, prior to the final Strategy being presented for approval.

## **6 Effectiveness Review**

## **Paper E**

The Committee noted the background to the requirement for the effectiveness review. A report, informed by the discussions from this meeting, and any other points submitted by members, will be presented to the next meeting of the Committee for consideration and approval, prior to onward circulation to Court.

Discussion of the current terms of reference of the Committee formed the basis of the review.

The following points were raised:

- The new remit of the Committee was very useful but there were issues around the level of attendance and filling of vacancies, which required to be addressed to ensure that the

Committee was able to function effectively and as intended within the new Committee structure

- Challenges as a joint Committee of Court and Senate particularly around appropriate buy-in from colleagues and to ensure an understanding of the remit of this Committee across the University community
- EUSA representation on the Committee very constructive and it was suggested that consideration be given to appointing two EUSA members
- The information provided to the Committee while excellent could perhaps be in more depth and detailed
- The profile of the Committee had increased but further work required. Recognition that this was very much a transitional year from the role and remit of the previous Committee
- Importance of maintaining strong links with the overall managements of Court and Senate Committee work to ensure that the flow of information to and from this Committee continued to be enhanced
- Further engagement with the Thematic Committees reporting into Knowledge Strategy Committee would strengthen the information flow and further improve the understanding of the work of the Knowledge Strategy Committee and its Thematic Committees; also raising the profile of IT, Library and University Collections Advisory Committees
- Need to ensure that Committee meeting dates and times were suitable for academic colleagues
- There were issues to be addressed to ensure that all members of the Committee had access to appropriate background papers and information

## **ROUTINE ITEMS**

### **7 Chief Information Officer's Business**

**Verbal**

The Chief Information Officer and Librarian to the University provided a verbal update on the actions taken since the last meeting of the Committee where he presented on his First Impressions and the HR Transformation Project. The Committee noted the information on collaborative/partnership IT activities undertaken within the University at national and international levels and the desire to increase the University's profile in this area; and ISG's involvement in improving HR processes and data management, which was welcomed by the Committee.

### **8 UCAC Report**

**Paper F**

The Committee noted the key points in the report, in particular the exhibition programme for 2015-2017 and the actions being taken to identify the remaining required funds for the redevelopment of St Cecilia's Hall.

**9 IT Committee Report** **Paper G**

The Committee noted the key points and in particular the update on IT Security including the introduction of a second password challenge to the EASE authorisation service for sensitive areas from the start of July 2015, which would be extended further in October 2015.

**10 Library Committee Report** **Paper H**

The Committee noted the key points and welcomed in particular the proposals to increase the Library materials' budget contained with the annual budget to be presented to Court on 22 June 2015, for approval. The other initiatives being progressed were also noted including the anticipation that the Library Management Project, reported to the last meeting of the Committee, would be successfully launched as planned at the end of June 2015; and the progression of the open access policy which is particularly important for the next REF. It was also noted, as previously reported, that the proposal to co-locate ISG services would release much needed space within the main Library to expand accommodation for students.

**ITEMS FOR FORMAL APPROVAL/NOTING** (Please note these items are not normally discussed).

**11 Activities Update**

*Project and on-going activities*

The Committee noted the report.

**Paper I**

*BI/MI Project*

The Committee noted with disappointment that this project had been unsuccessful in attracting continuing funding for 2015/2016 and welcomed confirmation that the post of BI/MI Programme Co-ordinator would continue to be supported.

**Paper J**

*Student Systems*

The Committee noted the background to the development of the previous roadmap approved in 2013 to take forward the range of student activities managed and supported within Student Systems: Student Systems operates as a partnership between the University Secretary's Group and ISG. The current roadmap will finish in 2016 and a process was now being undertaken to develop a new roadmap. There was discussion on the achievements to date to complete the 2013/2016 roadmap; the key challenges and objectives going forward; the need for alignment with the new Strategic Plan; and to ensure appropriate interlinking with other University-wide projects and initiatives. The Committee recognised the complexity of the activities undertaken within Student Systems and the limited availability of off-the-shelf IT solutions. The Committee further welcomed

**Paper K**

developments to simplify current student systems and to provide a consistent approach across the University.

It was agreed that an advanced draft of the next Student System's roadmap would be presented to the next meeting of the Knowledge Strategy for comment.

### **13 Policies**

**Paper L  
Paper M  
Paper N**

The Committee approved the Bring Your Own Device (BYOD) Policy and Web Accessibility Policy on the recommendation of the IT Committee; and commented on the importance of staff being fully aware of the content of these documents.

The Committee further endorsed and recommended approval to Court of the comprehensive set of documents contained within the University Collections Management Policy, on the recommendation of the University Collections Advisory Committee.

### **14 Request for Delegation of authority for an equipment purchase**

#### *School of Chemistry*

**Paper O**

The Committee approved the request to purchase equipment up to the value of £553,293 ex VAT, associated with the establishment of Pyrochemical reprocessing laboratory and delegated authority to Vice-Principal Professor Yellowlees to finalise the arrangements and sign contractual documentation.

#### *College of Medicine and Veterinary Medicine*

**Paper P**

The Committee approved the request to purchase equipment up to the value of £464,820 VAT zero rated, in respect of a microscope and delegated authority to Vice-Principal Professor Sir John Savill to finalise the arrangements and sign contractual documentation.

### **15 Dates of meetings 2015/2016**

**Paper Q**

Following discussion it was agreed to re-consider the dates and identify a suitable date in September or early October to hold the first meeting of this Committee in 2015/2016. It was further agreed that it would be appropriate, particularly given the significant number of new members joining the Committee in 2015/2016, to hold an induction event as part of the September meeting; and to ascertain if Vice-Principal Professor Haywood would be able to deliver a presentation on digital education to the Committee next academic year.

### **16 Date of next meeting**

The date of the next meeting to be confirmed.