



KNOWLEDGE STRATEGY COMMITTEE

3 June 2016

Minute

- Present:** Ms Doreen Davidson (Convener)
Dr Claire Phillips
Assistant Principal Professor Jeremy Bradshaw
Assistant Principal Professor Tina Harrison
Assistant Principal Professor Alan Murray
Mr Gavin McLachlan, CIO and Librarian to the University
Ms Imogen Wilson, EUSA Vice-President Academic Affairs
- In attendance:** Ms Melissa Highton, Director of Learning, Teaching & Web Services Division, Information Services Group
Mr Patrick Garratt, EUSA Vice-President Academic Affairs-elect
Mr Hugh Edmiston, Director of Corporate Services
Ms Tracey Slaven, Deputy Secretary, Strategic Planning
Ms Jo Craiglee, Head of Knowledge Management & Planning
Ms Liz Welch, attending in place of Director of Finance
Dr Catherine Elliot, College Registrar, CMVM
Assistant Principal Professor Arthur Trew, CSE
Dr Lewis Allan, Head of Court Services
Professor Dragan Gasevic (for Item 6)
Mr Barry Neilson, Director of Student Systems (for Items 7 & 8)
- Apologies:** Mr Peter Budd
Ms Alison Grant
Ms Angi Lamb
Senior Vice-Principal Professor Charlie Jeffery
Professor James Loxley, CHSS
Mr Tom Ward, Director of Academic Services

1 Minute

Paper A

The Minute of the meeting held on 11 March 2016 was approved.

2 Matters Arising

There were no matters arising.

The Convener thanked Ms Imogen Wilson, EUSA Vice-President Academic Affairs and Professor Arthur Trew for their service to the Committee.

The Convener welcomed two observers to the meeting: Patrick Garratt, EUSA Vice-President Academic Affairs-elect, and Melissa Highton, Director of the Learning, Teaching and Web Services Division and

Assistant Principal Online Education from 1 September, with the recommendation that Senate appoint Melissa Highton to fill the vacancy for a Senate member of the Committee.

SUBSTANTIVE ITEMS

3 Information Services Group (ISG) Strategy and Plan 2016-19

Paper B

The Chief Information Officer and Librarian to the University presented an update on the ISG 10 Year Strategy and the ISG Plan 2016-19, submitted for consideration within the University's Planning Round. The Committee noted changes made to the final draft of the 2016-19 Plan to incorporate Digital Transformation activities within the Service Excellence Programme and a greater emphasis on the Lecture Capture project considered under Item 5 below. Members discussed:

- Considering physical and digital estate plans in tandem;
- The need for close collaboration with Schools and Colleges to avoid the development of separate IT platforms such as Virtual Learning Environments within Schools;
- Keeping frontline academic staff updated and involved in shaping IT projects; and,
- Potential for the Institute for Academic Development to assist with staff training for new systems.

The Committee noted that the 2016-19 Planning Round will be finalised at the 20 June Court meeting and associated approval requests for expenditure on information services projects may follow over the summer period.

4 EDINA and Digital Curation Centre Update

Verbal

The Committee received an update on work to develop future funding sources for EDINA (a UK data centre based at the University of Edinburgh) and the Digital Curation Centre following an initial briefing at the previous meeting. It was noted that interim funding arrangements for the 2016-17 academic year have been agreed with Jisc (the UK Government funded body providing leadership in the use of IT for further and higher education) and a business plan will be presented to a Knowledge Strategy Committee meeting in the next academic year.

5 Lecture Capture – Proposed Project Summary

Paper C

The Director of the Learning, Teaching and Web Services Division delivered an overview of options for installing a lecture capture system at the University. Members welcomed the proposals, noted the positive responses from students at universities that have installed lecture capture systems and discussed:

- Particular benefits for students whose first language is not English, for students with mobility issues or for those who miss lectures

through illness;

- Whether the system should be opt-in or opt-out for lecturers, with Learning & Teaching Committee requesting further work on wording that could be used for an opt-out system;
- Service life of the system and the length of time lectures may be stored for, with the expectation of a three to five year replacement cycle and a two year archive of lectures;
- Integrating with central timetabling to enable automatic recording of lectures and interest from Schools in using the system in smaller rooms owned by Schools; and,
- Third party copyright of materials used in lectures (images, audio, books etc.).

It was noted that formal business case for the project will be developed building on the comments received, with a Project Board overseeing delivery.

6 Learning Analytics Initiative – Progress Report

Paper D

The Chair in Learning, Analytics and Informatics updated the Committee on the Learning Analytics initiative involving online Masters courses and conducted in partnership with Civitas Learning. A secure data link has been established with Civitas and anonymised data shared with the permission of the Chief Information Security Officer. It was noted that the recruitment of a project officer is expected as the project expands. The Chief Information Officer commented that the University is at the forefront of research in Learning Analytics, with the Chair in Learning, Analytics and Informatics adding that the University is collaborating with the University of Michigan, worldwide leaders in the field. It was noted that a leadership role brings risks alongside benefits but risks will be managed carefully through involvement of interested students and ethics and privacy experts from the beginning of the project.

7 EvaSys Course Evaluation

Paper E

An update on EvaSys Course Evaluation Roll-Out project, including the draft Course Evaluation Policy, was received. The intention to include all those involved in teaching including those not solely employed by the University (e.g. NHS staff) was welcomed, with the importance of checking for any potential contractual barriers emphasised. The potential benefits for staff development and ensuring communication of this benefit was noted. It was suggested that the course evaluation form could provide an opportunity for students to comment on aspects of the course they found particularly valuable.

8 Digital Student Experience

Verbal

The Director of Student Systems delivered a summary of a presentation produced by external consultants on the current digital student experience at the University and suggested improvements. The Committee welcomed

the suggestions for improvement (e.g. avoiding 'navigation by acronym', providing a consistent experience across systems, user-first development of systems, improving digital communication to students) and noted that detailed recommendations for implementation will be submitted to a future meeting, following initial consideration by IT Committee.

9 Flexible PhD Working Group Report **Paper F**

The Assistant Principal Researcher Development presented the report of the Flexible PhD Working Group, established to examine changes required to allow for the provision of distance PhD study as part of the University's standard educational offering. Interest shown from online Masters students in progressing to online PhD study was noted and the potential for a wide range of PhDs, including laboratory-based PhDs to be offered by distance study (e.g. for academic staff without PhDs working in overseas universities with access to laboratories). Members commented on the importance of creating a single Edinburgh research experience for online and on-campus students, the potential to learn from the Open University and the expected start date of September 2017.

ITEMS FOR NOTING OR FORMAL APPROVAL

10 Projects and Ongoing Activities Update **Paper G**

The update paper from the Chief Information Officer and Librarian to the University was noted.

11 Senate Committees Projects Update **Paper H**

The update paper from the Director of Academic Services was noted.

12 Computing Regulations **Paper I**

Revisions to the 20th edition of the University's Computing Regulations were approved. It was noted that IT Committee had examined the proposed revisions in detail and that the Audit & Risk Committee can be updated on the revisions relating to improving cyber security.

13 Committee Reports **Paper J1**
Paper J2

- IT Committee Report
- Library Committee Report

Key points in the reports were noted. Ongoing UK-wide negotiations regarding journal subscription fees were discussed.

14 Any Other Business

There was no other business.

15 Dates of meetings for 2016/17

The meeting dates for 2016/17 were confirmed as:

- Friday 14 October 2016 at 10am
- Friday 20 January 2017 at 10am
- Friday 24 March 2017 at 10am
- Friday 2 June 2017 at 10am.