



KNOWLEDGE STRATEGY COMMITTEE

24 May 2019

Web Version

Minute

- Present:** Doreen Davidson, Court member (Convener)
Claire Phillips, Court member
Melissa Highton, Senate member
Alan Murray, Senate member
Gavin McLachlan, Vice-Principal and Chief Information Officer, and Librarian to the University
Diva Mukherji, Student representative
- In attendance:** Tracey Slaven, Deputy Secretary, Strategic Planning
Jo Craiglee, Head of Knowledge Management & Planning
Liz Welch, Director Finance Transaction Services (for Lee Hamill)
Catherine Elliott, CMVM representative
Melissa Terras, CAHSS representative
Lewis Allan, Head of Court Services
Jennifer Milne, Deputy Chief Information Officer (for Item 3)
Michael Gallagher, Lecturer in Digital Education (for Item 4)
Tony Weir, Director, IT Infrastructure (for Item 6)
Alistair Fenemore, Chief Information Security Officer (for Items 7 and 10)
- Apologies:** Elizabeth Bomberg, Court member
Ritchie Walker, Court member
Charlie Jeffery, Senate member
Siân Bayne, Senate member
Tina Harrison, Senate member
Hugh Edmiston, Director of Corporate Services
Lee Hamill, Director of Finance
Simon Kelley, CSE representative

1 Minute

Paper A

The Minute of the meeting held on 22 March was approved.

2 Matters Arising

Verbal

The Chief Information Officer provided an update on work to develop a 'one person one device' policy along with greater bulk procurement of devices and regular replacement schedules for IT equipment. The importance of staff consultation prior to finalisation of the policy, including with data specialists, and the possibility of a phased approach for professional services and academic staff was raised.

SUBSTANTIVE ITEMS

3 Core Systems Programme Update and Presentation

Paper B

The Deputy Chief Information Officer provided an update on the programme to replace HR, Finance, Payroll and Procurement systems. The supplier contract was signed in April, with a due diligence period using subject matter experts across the University concluded. The following points were discussed:

- The importance of wider staff communications as part of the preparatory work prior to implementation, to reach regular users in addition to specialist staff;
- Presenting an implementation timeline similar to the procurement timeline to aid the Committee in monitoring progress and to include other key milestones (e.g. Research Excellence Framework 2021 deadlines) that may impact on timings; and,
- Staff involved were congratulated on a successful procurement process.

4 Near Future Teaching Outcomes Presentation

Verbal

Findings from the Near Future Teaching Outcomes project were presented, a project intended to co-design a values-based future for digital education at the University. Themes that had emerged included concerns over ‘too much tech’ that may be added on to traditional courses rather than fundamentally re-thinking course design in a digital world and whether digital provision may increase any distance on-campus students may feel. Instead, digital education should place the University community at its heart, with the student and staff experience central to all educational technology development, decision-making and procurement.

The Committee discussed incorporating findings within the distance learning at scale pilots and wider dissemination through the Institute for Academic Development staff development courses and the Edinburgh Learning Design Roadmap (ELDeR) process. The boundary challenging element of the outcomes – that digital education should be lifelong, open and transdisciplinary was welcomed, with a vision that all course content is open to all enrolled students. Future updates to the Committee were requested.

5 Plan S Update

Paper C

An update on the initiative from predominantly European funding agencies to accelerate the transition to full and immediate open access to research publications was reviewed. The Research Policy Group and College-level committees will continue to monitor developments closely, with Knowledge Strategy Committee to receive regular updates. Members discussed the importance of open access for research not funded by external awards, predominantly in the arts, humanities and social sciences, with Library Committee exploring open access monograph provisions, and links with open access requirements for the Research Excellence Framework 2021.

6 Network Project Update **Verbal**

The Director of IT Infrastructure provided an update on the project to upgrade the University's IT network. The contract award has been made following an 18 month competitive dialogue process and will enable significant improvements in speed reliability, security and can enable student and staff experience projects that could include location-based notifications, in-building wayfinding and asset tracking. Communicating the student and staff benefits were discussed, as well as re-profiling the budget to match the competitive contract price achieved and the two year timescale to completion.

7 Information Security Update **Paper D**

The Chief Information Security Officer presented a regular update on current and planned work being undertaken to address the information security threat facing the University. The Committee discussed the intention to deploy a password manager system for student and staff use, with a five year trial for users expected. This was agreed as a sensible strategy.

8 General Data Protection Regulation (GDPR): Implementation Overview **Paper E**

An overview of the implementation of GDPR at the University one year after introduction was considered. Improving the proportion of staff who have completed the mandatory data protection training was discussed, acknowledging the likely undercount of the proportion completed given student ambassadorial staff and other temporary or visiting staff. Introducing refresher training for permanent staff was encouraged as appropriate.

9 Main Library Masterplan **Verbal**

An update on the Main Library Masterplan, a project to greatly increase the number of study spaces along with other improvements, was reviewed. Planning requirements are in development and are subject to consultation with Historic Scotland, with a target date for completion of Autumn 2028. A range of smaller improvements are planned in the interim, including converting existing space for use as student study space. It was agreed that the planned short-term and longer-term improvements should be communicated to students in consultation with EUSA.

ITEMS FOR NOTING OR FORMAL APPROVAL

10 Revision to University Computing Regulations **Paper F**

Proposed minor revisions to the University Computing Regulations were recommended to Court for approval.

11 Lynda.com Report: June 2016 – December 2018 **Paper G**

A review of the Lynda.com service for developing digital skills online in the three years since launch was considered. The intention to continue to procure an online

digital skills development service within the existing Information Services Group budget envelope was welcomed.

12 Committee Reports

- Library Committee Report
- IT Committee Report
- BI/MI Governance Board

Paper H1

Paper H2

Paper H3

The committee reports were noted. It was requested that a report on City Deal implementation be added as a standing item for future meetings.

14 Any Other Business

The intention to launch a fundraising campaign to purchase the correspondence of noted Scottish geologist Sir Charles Lyell was welcomed.

On behalf of the Committee, the Convener thanked Diva Mukherji for her service to Knowledge Strategy Committee and the University as whole during her term of office as EUSA Vice-President Education and wished her well for the future.

15 Date of Next Meeting

Friday, 11 October 2019, 10.00-12.00