

INFORMATION STRATEGY AND SERVICES COMMITTEE



There will be a meeting of the Information Strategy and Services Committee at 2pm on Tuesday 31st January 2017, in Committee Room 2, The Council House.

Refreshments will be available outside the room from 1.50pm

Raymond Scott
24 January 2017

AGENDA

1. BUSINESS OF THE AGENDA

Items in Section A are for discussion and action by the Committee. Items in Section B contain routine recommendations which will be deemed to have been approved at the meeting unless members of the Committee ask for them to be discussed. Items in Section C are for information only. Any member of the Committee may ask for an item from Section B or Section C to be moved to Section A by contacting the Secretary **before 5pm on Friday 20 January 2017**. Reserved items appear in Section D. Only items in Section D will be copied & circulated by the Committee Office.

These Items can be found on the Committee's Blackboard site.

- Go to the UEA Portal site (<https://portal.uea.ac.uk/>) and log in
- Click on the Blackboard tab
- Then find the Information, Strategy and Services Committee Blackboard site listed under My Organisations and look at the Meeting Papers folder for the relevant meeting.

Or the open items can be found online at the Committee Office website at (<https://portal.uea.ac.uk/committee-office/uea-committees-and-boards/information-strategy-and-services-committee/information-strategy-and-services-committee-2016-2017>)

2. MINUTES

To confirm
the Minutes of the meeting held on 18 October 2016. (Enclosed)

3. MATTERS ARISING FROM THE MINUTES

ISC16D015 (Divider A)

4. STATEMENTS BY THE CHAIR

SECTION A: ITEMS FOR DISCUSSION AND ACTION

Please look under 1. Business of the Agenda for details of how to view these documents.

A1. DIGITAL STRATEGY DEVELOPMENT PROJECT PLAN

To consider and approve
a proposal for the project to develop a digital strategy for the University.
ISC16D016 (Divider B)

A2. TELEPHONY CHARGING MODEL CHANGES

To consider
a proposal for changes to the model applied to charging for telephony services.
ISC16D017 (Divider C)

*A3. WEBSITE STABILITY PROJECT UPDATE

To consider
a confidential report on the progress of the Website Stability Project.
ISC16D018 (Divider D)

*A4. IT SECURITY PROJECT UPDATE

To consider and comment on
a confidential report on IT security project (a standing item). ISC16D019
(Divider E)

SECTION B:

ITEMS WHICH CONTAIN RECOMMENDATIONS BUT WHERE NO DEBATE IS ANTICIPATED

Please look under 1. Business of the Agenda for details of how to view these documents.

There are no Section B items.

SECTION C: ITEMS FOR REPORT

Please look under 1. Business of the Agenda for details of how to view these documents.

C1. LIBRARY KEY PERFORMANCE INDICATORS

To receive
a report on key performance indicators from the Library. ISC16D020

C2. IT SUPPORT REPORT

To consider and comment on
a report on IT support activity since the start of the year . ISC16D021

ISC16A002

C3. ISD PROJECTS AND POW UPDATE 16/17

To receive

an update report on the ISD Programme of Work 16/17. ISC16D022

C4. INFORMATION COMPLIANCE 2016

To receive

a report on information compliance activities during the calendar year 2016. ISC16D023

C5. GENERAL DATA PROTECTION REGULATION (GDPR) UPDATE

To receive

a report on progress with work to prepare for the application of GDPR in May 2018 (standing item). ISC16D024

*C6. REFRESHING AND UPGRADING LEARNING AND TEACHING ROOMS

To receive

a confidential report on updates required to teaching rooms including IT and AV. ISC16D025

C7. ISD'S RESPONSE TO STUDENT FEEDBACK 'YOU SAID WE DID'

To receive

a report on ISD's response to issues raised by students in recent months. ISC16D026

C8. REPORTS AND MINUTES OF ISD ADVISORY FORA AND BOARDS

- Papers and draft minutes (to follow once approved by the chair) from the IT Forum meeting will be available from: <https://portal.uea.ac.uk/information-services/committees/it-forum>
- Papers and draft minutes (to follow once approved by the chair) from the Library Forum meeting will be available from: <https://portal.uea.ac.uk/information-services/committees/library-forum>
- The Research Board did not meet in January. Papers from previous meetings are available from: <https://portal.uea.ac.uk/information-services/committees/research-board>
- Papers and draft minutes (to follow once approved by the chair) from the Education Board meeting will be available from: <https://portal.uea.ac.uk/information-services/committees/education-board>
- Papers and draft minutes (to follow once approved by the chair) from the Corporate Information Services Board meeting will be available from <https://portal.uea.ac.uk/information-services/committees/cis-board>

ISC16A002

C9. DATES OF MEETINGS

To report

that the next meeting of the Committee 2016-17 has been scheduled for 2pm on the following date:

Tuesday 13th June 2017

SECTION D: RESERVED AGENDA

Please look under 1. Business of the Agenda for details of how to view these documents.

There are no reserved agenda items.