

INFORMATION STRATEGY AND SERVICES COMMITTEE



There will be a meeting of the Information Strategy and Services Committee at 2pm on Tuesday 10 June 2014, in Committee Room 2.

Tea, Coffee and Biscuits will be available in the room from 1.40pm

Raymond Scott
5 June 2014

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 Monday 9 June 2014. Reserved items appear in Section D.

2. MINUTES

To confirm
the Minutes of the meeting held on 6 February 2014. (Enclosed)

3. MATTERS ARISING FROM THE MINUTES

4. STATEMENTS BY THE CHAIR

SECTION A: ITEMS FOR DISCUSSION AND ACTION

A1 ISD STRATEGY 2014 - 19

To consider and approve
the draft ISD Strategy for 2014 to 2019 ISC13D030 (Divider A)

A2 STUDENT NETWORK PRINTING

- To consider and comment on
- (1) the confidential communications plan for the rollout of student network printing *ISC13D031 (Divider B)
 - (2) A proposal for changes to the provision of printing and photocopying services to students (originally discussed on ISC13A002) ISC13D032 (Divider C)

ISC13A003

*A3 ENCRYPTION OF DEVICES AND REMOVABLE STORAGE

To receive

A confidential proposal for endpoint device and removable storage encryption
ISC13D035 (Divider F)

SECTION B:

ITEMS WHICH CONTAIN RECOMMENDATIONS BUT WHERE NO DEBATE IS ANTICIPATED

Items in Section B contain recommendations which will be deemed to have been approved at the meeting unless members of the Committee ask for them to be discussed. Any member of the Committee may ask for an item from Section B to be moved to Section A by contacting the Secretary before 5pm on Monday 9 June 2014.

B1 CONDITIONS OF COMPUTER USE

To receive

Annual review of the Conditions of Computer Use ISC13D033 (Divider D)

B2 LIBRARY RULES

To receive

Annual review of the Library Rules ISC13D034 (Divider E)

*B3 ANTI-VIRUS REVIEW

To receive

A confidential proposal for changes to anti-virus provision following review
ISC13D036 (Divider G)

B4 SOFTWARE PROCUREMENT

To receive

A proposal for software procurement processes ISC13D037 (Divider H)

SECTION C: ITEMS FOR REPORT

Items in Section C are for information only. Any member of the Committee may ask for an item from Section C to be moved to Section A by contacting the Secretary before 5pm on Monday 9 June 2014.

These items can be found on the Information, Strategy and Services Committee Webpage at:

<https://intranet.uea.ac.uk/committeeoffice/ueacombds/issc/issc1213>

Click on the links within the agenda for the papers.

ISC13A003

C1 ISD PROGRAMME OF WORK

To receive

a progress report on ISD Programme of Work – Academic Year 2013/14 available from <https://intranet.uea.ac.uk/is/isdpow/> ISC13D038

*C2 ISD SURVEY

To receive

a response to the latest ISD Survey ISC13D039

C3 REPORTS AND MINUTES OF ISD ADVISORY FORA AND BOARDS

- Papers and draft minutes (to follow once approved by the chair) from the IT Forum 21 May 2014 will be available from: <https://intranet.uea.ac.uk/is/committees#ITCF>
- Papers and draft minutes (to follow once approved by the chair) from the Library Forum 19 May 2014 will be available from: <https://intranet.uea.ac.uk/is/committees/llr-forum>
- Papers and draft minutes (to follow once approved by the chair) from the Research Board 13 May 2014 will be available from: <https://intranet.uea.ac.uk/is/committees/research-board>
- Papers and draft minutes (to follow once approved by the chair) from the Education Board 20 May 2014 will be available from: <https://intranet.uea.ac.uk/is/committees/education-board>
- Papers and draft minutes (to follow once approved by the chair) from the Corporate Information Services Board 23 May 2014 will be available from: <https://intranet.uea.ac.uk/is/committees/corp-info-services-board>

C4 COMMENTS AND SUGGESTIONS

To receive

Reports from the IT and Library services on comments and suggestions received in the last year ISC13D040

C5 DATES OF MEETINGS

To report

that the meetings of the Committee for 2014-15 have been scheduled for:

11 September 2014 (2.00 p.m.)
7 November 2014 (10.00 a.m.)
5 February 2015 (2.00 p.m.)
9 June 2015 (2.00 p.m.)

SECTION D: RESERVED AGENDA

There are no items on the reserved agenda.