THE UNIVERSITY of EDINBURGH

KNOWLEDGE STRATEGY COMMITTEE

20 January 2017

Minute

Present:	Ms Doreen Davidson (Convener)
	Ms Alison Grant
	Ms Angi Lamb
	Dr Claire Phillips
	Mr Ritchie Walker
	Senior Vice-Principal Professor Charlie Jeffery
	Assistant Principal Ms Melissa Highton
	Assistant Principal Professor Jeremy Bradshaw
	Mr Gavin McLachlan, Chief Information Officer and Librarian to the University
	Mr Patrick Garratt, EUSA Vice-President Academic Affairs
In attendance:	Mr Phil McNaull, Director of Finance
	Ms Tracey Slaven, Deputy Secretary, Strategic Planning
	Ms Jo Craiglee, Head of Knowledge Management & Planning
	Professor Hugh McCann, CSE
	Mr Tom Ward, Director of Academic Services
	Dr Lewis Allan, Head of Court Services
	Ms Libby McCue, Senior Management Accountant (for Items 3 and 4)
	Mr Jeremy Upton, Director of Library & University Collections (for Item 4)
	Mr Alistair Fenemore, Chief Information Officer (for Item 5)
Apologies:	Assistant Principal Professor Siân Bayne
	Assistant Principal Professor Tina Harrison
	Assistant Principal Professor Alan Murray
	Mr Hugh Edmiston, Director of Corporate Services
	Dr Catherine Elliot, College Registrar, CMVM
	Professor James Loxley, CAHSS

1   Minute   Paper A

The Minute of the meeting held on 14 October 2016 was approved.

The Convener noted apologies and welcomed Assistant Principal
Ms Melissa Highton and Professor Hugh McCann, College of Science &
Engineering representative, to their first meeting.

2   Matters Arising

The Head of Knowledge Management & Planning noted that Paper B
(Business Intelligence / Management Information Programme Board
Proposal) considered at the 14 October 2016 meeting contained one error

– appointments to the BI/MI Governance Board are intended to be three years terms rather than two years. The Committee agreed to amend the terms of reference for the BI/MI Governance Board accordingly.

The Chief Information Officer raised the intention to submit a proposal for a revised composition for Library Committee to the next Knowledge Strategy Committee meeting, including appointing an academic lead as Convener.

SUBSTANTIVE ITEMS

3	**Information Services Current Capital Envelope Forecast**	**Paper B**

An updated Information Services Capital Forecast for the ten year period 2016/17 to 2025/26 was presented. The Committee noted that a review of IT infrastructure had found a higher than expected level of investment was required for network switchers across the University and discussed funding options. Further information will be submitted to the Committee in due course, with requests for additional investment subject to normal approval processes.

4   Information Services Strategic Programmes
   •   **Learning, Teaching and Student Experience**   **Paper C1**

An update on delivering the projects associated with the 'Learning, Teaching and Student Experience' strategic funding and initial spend for the first year's programme was presented. The significant scale of the proposed lecture recording roll-out programme over the next three years; the Virtual Learning Environment consolidation programme and recurrent costs for improvement and maintenance of high quality Audio Visual digital teaching spaces was noted. Members commented on wider opportunities for innovation enabled by the new technology, keeping staff and students informed of progress with the lecture capture roll-out, advantages gained from the University's presence on all three major Massive Open Online Courses (MOOC) platforms and funding for upgrades and maintenance of digital teaching spaces. The proposed approach was endorsed.

   •   **Library: National and International Leadership**   **Paper C2**

Proposals for projects utilising the £0.8M funding stream for the 'Library, National and International Leadership' and £0.5M capital funds were reviewed. It was noted that proposals are grouped under three sub-themes: Library Space (Main Library Occupancy Review; Moray House Library); Digitisation (digital preservation; content); and, Engagement (Centre for Research Collections; fundraising; St Cecilia's Hall; open access publishing; course collections). The initial proposal to invest £0.267M of the £0.5M capital fund was endorsed, with proposals for the remaining sum to be submitted to a future meeting.

5   Information Security Update   **Paper D**

The Chief Information Security Officer presented a high level progress report following his appointment in February 2016. The Convener welcomed the update and requested that the Chief Information Security Officer present to the Committee on an annual basis.

6   Business Continuity Planning and Disaster Recovery   **Paper E**

Action being taken to improve the business continuity and disaster recovery of the University's two core enterprise data centres and the planned data centre and service architecture project were noted.

7   Core Systems Strategy   **Paper F**

An initial information brief to raise awareness of the evolving University Core Systems Strategy including a high level suggested governance path and decision timeline was reviewed.

8   Learning Analytics Update   **Paper G**

A progress update from the task group established to develop a Learning Analytics Policy was received. Members welcomed the consultation exercise, the intention to develop a Principles document and a separate Policy and the measured approach taken given the emerging field of learning analytics.

ITEMS FOR NOTING OR FORMAL APPROVAL

9   Projects and Ongoing Activities Update   **Paper H**

The report was noted, with a request to provide progress updates in graphical form as appropriate in future.

10   Senate Committees Projects Update   **Paper I**

The report was noted.

11   University Collections Facility   **Paper J**

The update was noted.

12   KSC and Committees Schematic   **Paper K**

The schematic was noted.

13   Committee Reports
- **Library Committee Report – Strategy and Planning**   **Paper L**

The report was noted. Convener requested that Library Key Performance Indicators be provided in pictorial form.

14   Any Other Business

There was no other business.

15   Date of next meeting

Friday, 24 March 2017 at 10am