

Action

2. Minutes of the previous meeting:

The minutes of the meeting held at Glasgow Caledonian University were approved with minor corrections.

3. Matters arising:

Some institutions had begun the process of updating the UCISA CISG systems directory. It was agreed that this item should be re-visited at the next meeting. All

The guideline document on Forensic Investigation Procedures remained work in progress. AM reported that there was a meeting scheduled to address this in the first week of July. AM/LG

There was a long discussion about the proposal to conduct a national negotiation with Oracle over its licencing policy within the sector. SM reported that, for a variety of reasons, this had not really progressed much. He advised that the process would require a great deal of energy to take it forward, and asked HEIDS if there was any interest in pursuing a Scottish negotiation. There was sufficient interest and support from the group to pursue this as a pilot with the intention of it leading to a national agreement. There was some discussion about enlisting the support of the Scottish Funding Council, given the current pressures to demonstrate value for money across a range of procurement activities. RMcG reported that he would check with procurement colleagues at SFC to see what support might be forthcoming for any initiative aimed at securing good value for money with Oracle. RMcG

SM agreed to try to establish first of all the current status with Oracle and then to advise the group on the best way forward. DG volunteered to assist, along with BM if needed. SM/DG/BM

SM noted that we needed to decide on which products would be required as the basis for any agreement. All institutions using Oracle were invited to give this some detailed thought. AM agreed to keep Peter Tinson informed of HEIDS plans. Oracle sites AM

AM thanked SM for his work on this.

KMcC reported that BM at Aberdeen had made a lot of progress with the HEIDS website and that the site was ready to go live once the details of the key contact at each Scottish HEI had been passed on. KMcC agreed to find out exactly what details were required and would email HEIDS. AM and KMcC would check the content of the site and make sure that the minutes etc were up to date. KMcC AM/KMcC

BM had also noted that HEIDS did not have a logo and invited volunteers to address this. DG offered the services of the University of Dundee's graphics section but noted that they would need a design brief outlining the aims and aspirations of HEIDS. It was hoped to discuss this further over lunch. If this proved not to be possible, it would be added to the next agenda. DG All KMcC

4. VOIP

TM gave a presentation on the University of Dundee's experience of implementing VOIP. This was very well received and resulted in a useful discussion and exchange of experience. With TM's permission, the presentation would be posted on the HEIDS website or otherwise circulated to HEIDS.

TM/KMcC

5 ITIL

TM gave a presentation on the University of Dundee's experience of implementing ITIL and the benefits this had brought. This was also very well received and resulted in further useful discussion and exchange of experience. As before, with TM's permission, the presentation would be posted on the HEIDS website or otherwise circulated to HEIDS.

TM/KMcC

AM thanked TM for his presentations.

6 Timetabling

PD gave a brief presentation of how timetabling was done at Napier University and invited other members to contribute to the discussion. This led to a useful exchange of experience regarding issues such as fixed timetables across academic sessions, use of systems to support teaching and exam timetabling along with the challenges of providing personalised timetables and maximising occupancy. With PD's permission, the presentation would be posted on the HEIDS website or otherwise circulated to HEIDS.

PD/KMcC

AM thanked PD for his presentation.

7 Reports from other groups

7.1 SFC

RMcG reported that following the e-learning review, the coming year would be one of consolidation and reflection. There would be a report on the transformational projects and support for e-learning benchmarking.

RMcG also reported that, regarding the RSCs, SFC were contracting with the two current hosts for a further four years. The next three years would depend on developments in England.

SuperJanet – RMcG noted that if any MANs had committed spend on SuperJANET5 they should invoice UKERNA ASAP.

7.2 Universities Scotland

KMcC reported from PK that there was joint SFC/Universities Scotland group collecting evidence of efficiency redeployments gained from business process reviews. Each HEI had been invited to a workshop in early June and there was a questionnaire to be completed by the end of July. Further information was available in Circular 29/06.

7.3 JISC

No significant updates to report

7.4 UKERNA/JCN

AM reported that a working group had been set up to look at the RPAN contract. The group had met and the minutes had been circulated to the working group and UK-MAN Managers Group. He noted that there had been much discussion about service levels, and especially about out of hours cover. UKERNA were keen to review this and appeared to be taking a more directive approach. UKERNA also wished to secure technical design authority over developments of the MANs. This was in part due to procurement regulations which meant that any risks did not reside solely with the MANs but had implications for UKERNA too.

AM reported that there had been much discussion on the perceived value of the service and the need to ensure that JANET was seen as a significant player in Europe. UKERNA were keen to enlist the help of HEIs to promote the JANET brand. There was some discussion within HEIDS that there needed to be more information provided on the added value of the JANET network over what might be provided by other ISPs.

AM went on to note that UKERNA were not pressing for aggregation of the MANs but were looking at, for example, framework contracts for some aspects of procurement. The funding model was being reviewed. It had always been formulaic in the past but there were now suggestions that the funding would follow need in the future.

AM would check the status of the working group minutes and would circulate them to HEIDS if permitted. AM

7.5 RSCs

KMcC reported from PK that he no longer chaired the RSCs and that with Linda McCormack had now left. CC noted that she represented three HEIs and so she would be able to report RSC information to HEIDS. CC

7.6 SCURL/SCONUL

There was nothing to report.

7.7 UCISA CISG

There was nothing to report except to remind the group that the annual CISG conference was scheduled for November in Dunblane.

7.8 Other groups

KMcC reported from PK that the Scottish Disability Team and the Digital Media Access Group had jointly produced a report on the implications of the new Disability Equality Duty on IT, and making recommendations on good practice. KMcC would circulate the URL. KMcC

8 AOCB

AM noted that he had recently visited three very different universities in Texas, and gave a short report on some of the key observations he had made. He was currently writing a report on the visit and would be happy to circulate it when it was ready. AM

RM noted that there was a demonstration of Ping-pong, a VLE, at GCU in the near future. Anyone interested in attending should email RM ASAP.

9 Date and agenda for next meeting

The topics put forward for the next meeting were:

Out of hours support. SM volunteered to start the discussion. HEIDS members were asked to come prepared to discuss the situation at their own institutions.

Framework agreement. Again, all HEIDS members to come prepared to discuss this.

Systems integration. BM volunteered to give a presentation on the University of Paisley's approach to this.

On-line enrolment. KMcC volunteered to demonstrate the University of Stirling's approach to this, time permitting. KMcC

The next meeting would be in September/October at Stirling. KMcC would email round some possible dates.

AM thanked the University of Dundee for hosting the event, for lunch and for the facilities.

10 Presentation on Oracle products

A number of HEIDS members stayed for this item. Gordon Wilkie of Oracle gave a swift but detailed overview of the current range of Oracle products. Gordon agreed that his contact details could be included with the minutes should any individual institution wish to discuss the range further. He would ensure that the correct Oracle person would receive the request.

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