

Higher Education Information Directors in Scotland (HEIDS)

Friday December 6th 2019 – University of Edinburgh

DRAFT Minutes

Present		
Alastair Fenemore	University of Edinburgh	AF
Andy McCreath	HEFESTIS	AM
Anthony Morris	Scottish Government	AMo
Brian Henderson – Chair	University of Aberdeen	BH
Bruce Rodger	University of Strathclyde	BR
Catherine McMillan	University of Strathclyde	CM
Clare Taylor	Edinburgh Napier University	CT
David Anderson	University of Glasgow	DA
David Telford	University of Stirling	DT
Dean Drew	University of St Andrews	DD
Dr Jonathan Monk – Vice Chair	University of Dundee	JM
Fraser Muir	University of Edinburgh	FM
Graham Millar	University of Stirling	GM
Jason Miles-Campbell	JISC	JMC
Kathy McCabe	Heriot Watt University	KM
Kenji Lamb	CDN	KL
Mark Cockshoot	Heriot Watt University	MC
Michael McLaughlin	APUC	MM
Mike Whyment – Secretary	University of Aberdeen	MW
Norice Bain – Note Taker	UCSS	NB
Paul Chapman	Scottish Government	PC
Tony Weir	University of Edinburgh	TW

Apologies	
Alan O'Neill	Glasgow Caledonian University
Andy Laszlo	Glasgow Kelvin College
Angus Warren	APUC
Caroline Cochrane	Royal Conservatoire Scotland
David Beards	SFC
Jennifer Milne	University of Edinburgh
John Maher	UHI
Mark Johnston	University of Glasgow
Mike McDonald	UHI
Steve Watt	University of St Andrews

Welcome and apologies

1. BH welcomed Clare Taylor and David Anderson to their first HEIDS meeting.

Scottish Government Cyber Resilience Strategy

2. Paul Chapman – Head of Public Sector Cyber Resilience and Anthony Morris, Public Sector Coordinator from the CRU presented on Public Sector Cyber Resilience Framework, the soon to be published update to the Public Sector Action Plan.
3. The Cyber Resilience Framework and self-assessment tool will be available in Jan 20.
4. BH asked about the reporting mechanism for institutions to the Scottish Government, and if there was to be one. PC advised a decision on this is still to be made. **[Action PC – to advise of the reporting mechanism for responses to the Cyber Resilience Framework and Self-Assessment Tool.]**
5. Draft guidance has been issued on Supply Chain Security. A decision-making support tool is being developed which will plug into procurement projects, where details can be entered and the tool will calculate risk. Guidance is aligned with NCSC’s guidance.
6. Following a question from BH, PC confirmed APUC have been involved in this process and usage of the tool will be covered in next steps.
7. All public sector bodies will be encouraged to use and review the question sets which will be published on gov.scot and will be out for open data for 6 months.
8. DT asked how ScotGov are engaging with Principals to get them on board. AMo advised there are 3 events being held identifying Cyber Risk as a Business Risk which is aimed at Principals. CRU are working with National Cyber Resilience Advisory Board on content. Events are being held on the following dates:

Cyber Risk as a Business Risk – Scot Gov Events	
Date	Location
5 th Feb 2020	Perth
25 th Feb 2020	Inverness
4 th March 2020	Glasgow

AMo advised HEIDS members are welcome to attend the events but asks that they encourage their Principals to attend as the event is aimed to raise cyber risk as a business risk for the senior management team not just IT.

9. BH thanked Paul and Anthony and offered an invite to attend future HEIDS. BR extended the invitation to the subgroup – Information Practitioners.
10. BH asked if they could pull together a meeting of HEFESTIS, JISC, NCSC, ScotGov, Institutions to try and give more integration between strategies and support for institutions. BH suggested an event with all groups as to how to move forward. **[Action: MW to invite the identified groups to a meeting to review how to pull together information from HEFESTIS, JISC, NCSC, ScotGov and HE Institutions.]**

Previous Minute and Actions

11. Minutes were confirmed as accurate and actions will be updated in the action tracker and distributed with the minutes.

Annual General Meeting

12. **[Action: ALL - MW asked that all members formally review the constitution and advise of any required amendments.]**

13. MW advised his post as Secretary has come to an end and asked if there were any volunteers to fill this position. As there were no volunteers, MW was happy to be unanimously re-elected as HEIDS Secretary for another two year period.
14. All thanked Mike for a job very well done and his continued efforts.

Multi Factor Authentication (MFA)

15. JM gave a presentation on the implementation of MFA at the University of Dundee. Key points to note were:
 - Issue communications from Deans/Executives not from IT.
 - It was LESS painful than originally thought it would be
 - Everyone being “fed up” with phishing emails helped the adoption
 - Although all staff having managed devices was not a prerequisite this certainly helped the adoption of MFA with less enthusiastic staff members.
16. BR asked about legacy authentication, JM handled this by ring fencing legacy machines and not allowing these to access the internet.

Roundtable Discussion

17. Roundtable discussions happened over lunch.

Edinburgh Researchers

18. Dr David Ferguson and Eleni Kotoula gave a presentation on Digital Research Outreach at University of Edinburgh, slides will be circulated with the minute.
19. BH thanked the presenters for a very helpful and generous presentation.

Report from Groups

Information Security – AF

20. HEIDS IS met recently, hosted by Edinburgh Napier University, working group continues.

FE/HE ICT Sector Oversight

21. **[Action: MW As this group no longer meets and this topic to be removed from the agenda.]**

APUC/Procurement Scotland

22. MM will issue report to HEIDS early next week
23. Scottish Procurement web based awarded to XMA
24. Desktops will be awarded by end of 2019
25. Laptops due to be awarded in 2020
26. LMS is out to market
27. MM sought interest from the group for a LinkedIn Learning Membership for the sector. All members in attendance agreed this would be of interest. **[Action: MM to progress a sector membership for LinkedIn learning and feedback on progress at next meeting.]**

JISC

28. JMC advised JISC have been realigned to concentrate on the sectors – this has had little effect on Scotland.
29. JANET access program aims to deliver faster increases to service as required by institutions i.e. there should be no repeat of the delay in supplying UHI.

30. BR asked when the pricing for routers will be available. [**Action JMC to check on routers pricing and advise BR.**]
31. SPLUNK licences have been procured and are available through JISC. JM highlighted as there is no Procurement Framework Agreement to purchase these institutions are unable to purchase these via JISC. [**Action :JMC will look into future service/product offerings being available via a procurement Framework Agreement as this will provide a route to market for institutions.**]
32. Cloud consultancy service is available through JISC.
33. Any institutions interested in a Managed SOC or Managed LAN should speak to their relationship manager.

SCURL-SCONUL

34. A Scottish University Press is currently in discussion.
35. SCURL have a new Executive Officer who will be identifying tasks to be undertaken.
36. Ancient Universities are signing up to a shared Wikimedian.
37. University of Aberdeen have opened a public library and has received good community engagement.

UCISA

38. Since joining UCISA as Chief Executive Deborah Green has been building solid foundations to serve the membership with structure, processes and procedures now in place.
39. UCISA would be delighted to support a Scottish event, DG will introduce Sian Thomas who will be able to offer administrative help for the event.
40. DG requested her email address is shared with members ceo@ucisa.ac.uk and asked any members to get in touch with any queries, comments, ideas. It is DG's intention to get out to meet as many institutions as possible over the coming months.
41. DG offered to provide an outline of what is regularly done in UCISA including annual planning schedule. [**Action: DG to provide outline of what is regularly done in UCISA including annual planning schedule.**]

CRC Programme

42. Interactive Security Awareness Training has been updated on the [CRC SharePoint Site](#). Sessions can be run directly from the site or downloaded into your VLE. A second Module will be available shortly.
43. The CRC programme is now complete. [**Action: MW to remove CRC Programme from the agenda.**]

Collaboration Catalyst

44. NB advised an update to the proposed shared services in Change Management and o365/SharePoint Optimisation will be distributed shortly. Early adopters of the services are being sought to get the service operational. [**Action: ALL anyone with an interest in Change Management or o365/SharePoint Optimisation shared services to contact NB nbain@ucss.ac.uk.**]

Circular Economy – Reuse and Recycling of ICT

45. MM delivered a presentation on Circular Economy – Reuse and Recycling of ICT. A copy of the presentation will be issued with the minutes.
46. FM advised UoE has a reuse scheme in place where nothing which is still operational goes to recycling.
47. WARP IT is an online reuse portal for University of Edinburgh staff to advertise, give away and sell University equipment internally, preventing it from being binned.

48. MM asked if there was appetite within the room to take forward an ICT reuse and recycling scheme for the sector. BH, KM and DA were all interested. [**Action: MM will set up a working group with interested parties to discuss an ICT reuse and recycling scheme for the sector.**]

AOB

49. BR asked if any institution had research groups located in Loch Lomond, Trossachs area. [**Action ALL : Any institution who has a research groups located in Loch Lomond, Trossachs area please advise BR.**]

Next Meeting : TBA. MW highlighted the struggle in securing a venue for this meeting and asked for Institutions to offer possible dates and locations to host future meetings.