



Higher Education Information Directors in Scotland (HEIDS)

Friday 21/09/2018 – University of Strathclyde

DRAFT Minutes

Present		
Catherine McMillan – Chair	University of Strathclyde	CMcM
Brian Henderson – Vice Chair	University of Aberdeen	BH
Mike Whyment – Secretary	University of Aberdeen	MW
Gwen Bennet – Note Taker	APUC	GB
Alastair Fenemore	University of Edinburgh	AF
Bruce Rodger	University of Strathclyde	BR
Caroline Cochrane	Royal Conservatoire of Scotland	CC
David Telford	Edinburgh Napier University	DT
Dean Drew	University of St Andrews	DD
Dr Jonathan Monk	University of Dundee	JM
Eileen MacDonald	University of Stirling	EM
Fraser Ross	Royal Conservatoire of Scotland	FR
Frazer Greig	Abertay University	FG
Graham Millar	University of Stirling	GM
Jason Miles-Campbell	JISC	JMC
Kenji Lamb	College Development Network	KL
Kris Getchell	Fife College	KG
Mark Cockshoot	Heriot-Watt University	MC
Mark Johnston	Glasgow Caledonian University	MJ
Peter Jackson	APUC	PJ
Peter Tinson	UCISA	PT
Terry Trundle	UCSS	TT

Apologies	
Angus Warren	APUC
Belinda Haig	SRUC
Cathy McCabe	
Dan Wedgewood	Universities Scotland
David Beards	SFC
Fraser Muir	University of Edinburgh
Gordon McLoughlin	Glasgow School of Art
Jennifer Milne	
John Maher	University of Highlands and Islands
Michael McLaughlin	APUC

Mike McDonald	University of Highlands and Islands
Raymond Wilson	Glasgow School of Art
Tony Weir	University of Edinburgh

1. Welcome and apologies

CMcM welcomed the group to the University. She also welcomed GB & TT to their first HEIDS meeting. Thanks to Owen Freel (formerly APUC) who has now left HEIDS. This is to be CMcM's last meeting as Chair before standing down.

2. Minutes of previous meeting and actions arising

CC's apologies were missing from the previous minutes, otherwise, these were marked as accurate. Actions tracker with updated attached with the minutes.

3. Annual General Meeting

A discussion was had around the Constitution. MW sent an email dated 19/09 which may impact the Constitution. This will be discussed later in the meeting.

There was also a discussion around elections as CMcM is standing down. The Secretary is to be elected on a different year from the Chair and Vice Chair, therefore MW will remain. CMcM said she has deeply enjoyed her time as Chair, but she is happy to stand down. BH expressed thanks to CMcM for her two years, the group joined him in thanking her.

CMcM asked for nominations to replace her – there were no nominations, so she nominated BH which AF seconds. BH accepted this promotion to Chair. BH nominated JM to replace him which DT seconds. JM accepts this promotion to Vice Chair.

No other business was discussed.

4. UCISA Update and Futures

PT presented on the goals and visions UCISA have for the future. Their goals are:

- Become the expert voice in the use of digital technology in education
- Grow the membership and make it easier to engage with UCISA
- Offer further membership benefits
- Optimise the organisation of UCISA to support effective strategy delivery

PT mentioned that the mentor scheme is taking longer than expected to complete. UCISA are planning some 'community days' which are free to members, will accommodate 40/50 people with no real agenda, just a topic over which they can "chew the fat". People see value in sharing on a one to one level, and UCISA feel this will help them to engage more locally.

DT told the group that there was a great turnout to the Women in Business event in July. UCISA are aware of the issue and they support the initiative, they are trying to empower the group. MW shared that one staff member attended the event and came back very enthused. UoA are reviewing their job descriptions for any subconscious gender imbalances contained.

The group agreed that there needs to be more power behind this movement.

KL advised that Equate Scotland work with institutions with recruitment. He shared some notable figures – there has been a 33% increase in women in IT roles, 23% in Scotland which is astonishing. He also mentioned SWIT (Scottish Women in IT) who hold annual awards which prove beneficial and worthwhile. Action added to tracker.

A discussion arose around employing women and the how some institutions are having difficulty with this – the group discussed ‘positive discrimination’ and recruiting graduates. KL advised that Equate has an employment portal for women looking for IT work. He encouraged institutions to post their vacancies on here.

BH commented that there is still a lot to be done despite small pockets of excellence. He asked the group if it would be worth HEIDS having a focussed discussion on this and inviting a board member to present. The group agreed this would be worthwhile. Action added to tracker.

The discussion ended with a reminder from DT: diversity is across the board, not just the gender imbalance. HEIDS should be careful to cover all bases.

5. Discussion on paper sent by MW on 19/09 re: the relationship between HEIDS & UCISA

DT began by saying that this proposal has been sought, not aggressively fought for.

The proposal is to more closely align UCISA and HEIDS to ensure more recognition of the work done and more benefits i.e. access to support/resource funding, diversity, more access to mentoring.

A discussion was had around tangible benefits for this, and the ‘cost’ of these benefits. BH said the group get out what they put in. There is more work going on within UCISA that HEIDS are aware of, this is an opportunity to engage and ask for more. PT commented that there is a high level of Scottish reps which has not always been the case. An action was noted for BH to send the revised constitution to UCISA for comment and review.

6. Sprinting Towards Success – Donna Brawley & Hazel Reeves

Donna presented, with assistance from Hazel, on the University of Strathclyde’s new team, Collaboration Services. She gave information on the function and make up of this team. She then gave a presentation on the University’s latest piece of technology, the UoS Mobile App – this covers a wide range of things from booking library rooms, timetable scheduling help, exam results, communications and updates from staff etc., and is constantly being worked on to increase functionality and use by students. The feedback from the group was that this is very inspiring – one comment from BH, “this app is the embodiment of student centric”.

Thanks to Donna & the team.

7. Workstream Updates

MW presented on behalf of Fraser Muir – slides will be circulated. MW advised that more volunteers are welcome to the project team – please contact Fraser if interested. MW also asked if all members of the group could respond to the survey mentioned within slides.

David Johnstone and Moriamo Oduyemi were absent so did not present. KL advised, however, if there are any questions on Digital Space these can be directed to him.

8. Report from Groups

TT – TT has received some funding to set up cyber-resilience project. This will allow him to provide training, he will be working on this 2/3 times per week. His next steps are to contact institutions and find out what is required. He will contact IS & non-IS staff, and he has been using scare tactics to ensure plans are put in place. If there is any interest in engagement, please contact Terry.

AF – current focus is on Cyber Essentials & Essentials Plus. There was a small discussion around toolkits – are people using these and finding them useful, or not. Police Scotland presented, BH is keen to see this continue. The negative feedback from the group was that Cyber Essentials is too lengthy and outdated, some institutions are struggling to make this mandatory.

PJ – PJ advised Michael McLaughlin (APUC) will be visiting Apple on 13th/14th of November, so if there are any issues for him to take down (including questions from re-sellers) please contact Michael prior to this date. PJ gave rundown of frameworks recently awarded, in progress and at research stage. BH, MC & DT all expressed interest in a UIG User Group. PJ confirmed SUPC has been extended for 12 months, this could possibly be 24 months in future. Just in case nobody saw his email, he confirmed APUC no longer support Windows 7. All frameworks around GDPR – all suppliers except for 2 have signed.

JMC – There is a Tech to Tech event on the 21st of January, input and attendance to this event is encouraged. He asked members to reinforce use of UK Security Announce for information going out. He also reminded members about MyJISC as this is a very useful tool. He referred to the following website <https://cybersecurity.jisc.ac.uk/>. He advised members that digital skills strategy support exists and there have been very positive figures from the digital skills report. All members should add .ac.uk to their white list so contacts with this suffix don't go straight to junk mail. JMC advised members to try the Jisc geo-spatial service as this is free for now but will be a paid service from next year. Some events for HEIDS to consider attending:

Security Conference – 07/12/18 in London

Libraries Event – 09/10/18 (see JMC for more info)

Stakeholder forum – 12/03/19 in Stirling

BH – SCURL/SCONUL report has been circulated

9. AOCB

DT commented about the CIS group within UCISA – there are concerns around Blackboard terms, he asked for advice from people who have solved this problem. MJ asked PJ if this is still a part of the framework – PJ was unsure as this may still be in the terms & conditions. Action taken for PJ/APUC to confirm if this has been negotiated out.

DT advised that some books have been stolen – this will affect other institutions, he advises everyone to do a stock check.

KL advised of a free Cyber Security event on 05/10/18 at Strathclyde University.

10. Next meeting dates

MW will collate next meetings, Edinburgh Napier have volunteered to host.