AGENDA

DoI Operational Management Group Meeting

MEETING

Meeting no. 4/2012

VENUE

Moot Court, College of Law

DATE/TIME

Wednesday 27 June 9:30–10:30am

CONTACT

Hayley Calderwood (52994)

ATTENDEES

David Richardson (Chair), Belinda Day (DoI HR), Anita Fitch (DoI Finance), Kathy Collier (AD Scholarly Info Res Mgmt), Judy Apps (DoI Space Services), Paul McNamara (AD Scholarly Info Res Mgmt), Dominy Evans (AD Enterprise Systems), David Howse (IT Security), George Lovrincevic (Systems & Desktop Support: MOE), James Blanden (Enterprise Systems), Darren Coleman (Networks & Communications), Robert Snape (Systems & Desktop Support: Servers), Geoffrey Barlow (ICT Facilities), Adele Tyson (Procurement & Contracts), Phil Drury (CoL), Bernard Lineham (CMBE & CPMS), James Ashton (CECS), Andrew Churches (CBE), Helena Chan (CASS), Sean Batt (CAP)

STANDING INVITEES

Jo Bryant (DoI BCP), Kus Pandey (A/g EO, DIS/CIO)

APOLOGIES

Maggie Shapley, Cathie Gough (DoI Outreach)

Part 1. Action Register (10 mins)

1) Apologies

2) Accept previous minutes

3) Action Register from previous meeting

Part 2. New Business (40 mins)

4) Business Continuity & Disaster Recover – OMG roles and responsibilities (20 minutes) – Jo Bryant

5) May 2012 DoI Helpdesk Feedback Survey (5 minutes) – George Lovrincevic

6) 2012 DoI Operations Plan distribution – Kus Pandey (5 minutes)

7) OMG Report

Part 3. Other Business (10 mins)

8) Other business

Next Meeting:

Wednesday 11 July 2012
9:30–11:00am
Jean Martin Room, Beryl Rawson Building