AGENDA

Information Technology Operational Management Group

Meeting no. 7/2013

South Oval Meeting Room, 88T1

Wednesday 5 June 9:30–10:30am

Delia Ritherdon

Kus Pandey (EO, CIO; Chair), Judy Apps (a/g Manager Teaching and Learning Commons Support Service), James Ashton (CECS), Sean Batt (CAP), James Blanden (Enterprise Systems), Andrew Churches (CBE), Darren Coleman (Networks & Communications), Belinda Day (ITS HR), Rim El Kadi (CMBE & CPMS), Ali Emirlioglu (a/g IT Security), Cathie Gough (Outreach), David Hall (Contracts Manager), Christine Keogh (Change Process Manager), Alan Lew (a/g for Phil Drury), George Lovrincevic (CASS), Allison Magoffin (ITS Finance), Roy Meuronen (Technical Services), Nalini Nair (Business Analysis), Bill Roberts, (RSAA), Robert Snape (Systems & Desktop Support: Servers)

Phil Drury (CoL), Bernard Lineham (Service Manager)

Part 1. Regular Items (10 mins)

1. Apologies
2. Accept previous minutes
3. Action Register (shown on the previous minutes)

Part 2. Standing Items

4. HR Report – to be tabled at the meeting
5. Data Centre Report – for noting
6. Terms of Reference – for noting

Part 3. Other Business

7. Engaging staff via a recruitment agency – Chelsea Holton, Manager – Recruitment and Appointments (5 minutes)
8. Brand Asset Management – Tracey Chalk and Leanne Shorb (20 mins)
9. Proposed process for PeopleSoft Workflow for purchasing and payment that ITS will be using from June 2013 – Allison Magoffin (5 minutes)
10. Home use of Microsoft Office – David Hall (5 minutes)
11. THETA conference presentations (10 minutes)
   - George Lovrincevic – ‘Key points from THETA’
12. ITCM migration – Christine Keogh (5 minutes)
13. College of Law Org chart – for noting
14. Future agenda items
15. **Items for escalation to the ITS Executive Team**

Next Meeting:

OMG Meeting
Wednesday 19 June 2013
Moot Court
9.30 – 10.30am