Agenda

COMMITTEE | Information Technology Operational Management Group
Meeting 14/2013

DATE / TIME | Wednesday 11 September, 9:30am – 10:30am
VENUE | Building 88T1, Main Meeting Room

AGENDA SUMMARY

PART 1 – REGULAR ITEMS ................................................................. 2
1. * Apologies .................................................................................. 2
2. * Accept previous minutes .......................................................... 2
3. * Action Register ........................................................................ 2

PART 2 – STANDING ITEMS ............................................................ 3
4. * Data Centre Report – for noting .............................................. 3
5. * Change Management Reports .................................................. 3
6. * Recruitment Opportunities ....................................................... 3

PART 3 – OTHER BUSINESS .......................................................... 3
7. * LITSS Mailing List Use and Maintenance ............................... 3
8. * Physical Disposal of IT Equipment Across Campus .................. 3
9. * Flexera ...................................................................................... 3
10. * Items for escalation to ITS Executive Team ............................ 3
PART 1 – REGULAR ITEMS

1. * Apologies
   - Sean Batt (CAP)
   - Phil Drury (CoL)
   - Darren Coleman (Networks and Communications)
   - Cathie Gough (Communications)
   - James Blanden (Enterprise Systems)
   - Adam Reed (A/g Manager, Systems and IT)

2. * Accept previous minutes

   ACTION REQUIRED
   For decision ☑  For discussion ☐  For information ☐

   RECOMMENDATION
   It is recommended that the OMG confirms the minutes of the meeting held on 28/08/2013.

3. * Action Register

   ACTION REQUIRED
   For decision ☐  For discussion ☑  For information ☐

   RECOMMENDATION
   It is recommended that the OMG approves the updated action items below.

<table>
<thead>
<tr>
<th>Action #</th>
<th>Meeting Ref</th>
<th>Actions</th>
<th>Action Owner</th>
<th>Status</th>
<th>Expected completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/5/2013</td>
<td>NCI to present on the services they offer. <strong>Update:</strong> 19/6/2013 NCI had been approached to attend and this should be confirmed soon. <strong>Update:</strong> 28/8/2013 this item is on hold until the ITS SLA has been completed</td>
<td>KP</td>
<td>In progress</td>
<td>September/October</td>
</tr>
<tr>
<td>2</td>
<td>19/6/2013</td>
<td>KP to investigate including SFIA support for supervisors as a part of the ITS Training and Development Plan</td>
<td>KP</td>
<td>In progress</td>
<td>September</td>
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**Update:** 28/8/2013 SFIA has been included in the ITS training plan, the first draft is under review and the plan will be released soon.

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<td><strong>3</strong></td>
<td><strong>28/8/2013</strong></td>
<td>OMG report Apollo survey – comments/feedback on questions to be sent to DR.</td>
<td>ALL</td>
</tr>
<tr>
<td><strong>4</strong></td>
<td><strong>28/8/2013</strong></td>
<td>Research Professional – URL to be emailed to group and all comments to be sent to Amy Holland</td>
<td>DR &amp; All</td>
</tr>
<tr>
<td><strong>5</strong></td>
<td><strong>28/8/2013</strong></td>
<td>Strategic Plans – a one page overview from each College IT manager on their strategic plan</td>
<td>IT Managers</td>
</tr>
</tbody>
</table>

**PART 2 – STANDING ITEMS**

4. * Data Centre Report – for noting
5. * Change Management Reports
6. * Recruitment Opportunities

**PART 3 – OTHER BUSINESS**

7. * LITSS Mailing List Use and Maintenance
8. * Physical Disposal of IT Equipment Across Campus
9. * Flexera
10. * Items for escalation to ITS Executive Team

**Next Training and Meeting**

**Consultative Leadership**
Wednesday 25 September 2013
9:00am – 12:30pm
Building 88T1, Main Meeting Room

**OMG Meeting**
Wednesday 9 October 2013
9:30am – 10:30am
Moot Court, Law School