MEETING NOTES

1 – Update and Timescales on Migration from Polopoly to Drupal [K.Bell]

KB provided an update on the central migration into the new EdWeb CMS. Informatics is now in Phase 3 of the migration so the site will be migrated within a two week window in March or April of 2015.

2 – Update on Internal Web Site [K. Bell]

KB updated on the progress of the internal web site - information on ongoing progress can be found at: http://blog.inf.ed.ac.uk/intranet/

Representatives from all areas of the School have been contact about the project and asked to confirm if they will be involved, or if they want to deputize someone else.

A survey has now gone out to students about the Student Services intranet and work has started on designing the ITO section of the new website. A similar survey will go to staff before the end of December.

3 - Front Page Freshness [K Bell]

It was agreed to add a link to the new recruitment/publicity videos to the set of links at the top of the main Informatics homepage.

It was agreed to remove the links to both the wiki and blogs from the front page.

ACTION: KB to add link to recruitment/publicity videos.
ACTION: KB to remove the links to the wiki and blogs.

4 – Data Protection Breach & Follow Up (PAPER A) –[S Scott]

Paper A was discussed, and it was decided to adopt strategy 1 for the School owned CVS page (www.inf). Most of these pages will now restricted via cosign. The Teaching and Health & Safety sections will be left without a password, as will some individual pages that need to be more widely accessible.

The screen asking users to login will include details of who to contact if the page should be available without having to login.

In parallel, the KM team will continue to review the pages in /teaching/courses and remove/edit pages as appropriate in response to any data protection breaches.
**5 – Website Edit Permissions - CVS [T Totterdell]**

It was agreed that as the School CVS pages are now mostly being phased out, any site wide or section wide permissions should be restricted to Computing Support staff and KB or TT.

**ACTION:** TT to ask Support to remove relevant permissions.

**6 – Better Informatics / PATH – Update [M. Rovatsos]**

It was agreed that the design of Better Informatics should be taken into consideration when redesigning the ITO intranet pages.

At the meeting, there was some confusion about whether or not Informatics had opted in to PATH. It was later confirmed that this had happened and links (to https://path.is.ed.ac.uk/degrees/INF?builder) were added to the ITO intranet.

**7 - Research Pages in Polopoly [T. Totterdell/M. Fourman]**

It was agreed that the outdated material on these pages should be moved further down the page as a temporary measure before the pages are reviewed fully and new content added.

**ACTION:** TT to move out of date content further down the pages.

**ACTION:** MF to review content on research pages in Polopoly.

**8 – Any Other Business**

There was none.