

Paper A - Reports from working groups – 2023-02-06

Business process admin support (was “Teaching admin working group”) (Tim)

Streamlining:

As of end of last year "Teaching Office" no longer make any direct use of Theon (UI or Reporting). Remaining functionality was either deprecated or revised with an interface in PIP. All TheonUI desktops and TheonPortal reports previously used by them have been deleted.

As of end of last year all "Graduate School" use of Theon for reporting (*) had been reviewed and either deprecated or revised with an interface in PIP. Going live in early January was deferred and this will now happen in early February with the old reporting running in parallel with the new for a while during UAT. Anticipate switch over in early March after which the Graduate School TheonPortal reports will be deleted.

"Staffing Support" (InfHR) - meeting held with Joy and Sam in early January and a design for the new workflow and PIP interface produced. This has yet to be agreed but plan to implement during March. After which any direct use of Theon (UI or Reporting) by InfHR will end and the TheonUI desktops and TheonPortal reports previously used by them can be deleted.

"Course Golden Copy and Paraphernalia" - meeting held with Sharon in January and a design for the new workflow and PIP interface produced. This has yet to be agreed but plan to implement during February/March. This will however follow a phased introduction using a Sharepoint integration for continuity with existing practice.

"Course Work Collection" - Existing workflow was reviewed in a meeting with David and Gillian in early January. A set of minor amendments produced. To be completed by April.

(*) Many of the reports also shared to and used by "Institute Administration", "Research Services", "Facilities", "Finance Business Support", and relevant Academic staff.

Web strategy working group (Alastair)

The group met on 15th November and on 26th January. Both meetings focussed on

- reviewing the use of the homepages service (staff and research student), particularly with respect to the use of PHP or CGIs. It is likely that much of this content could be moved to more suitable ISG platforms.
- categorising the use of the groups service so that the group can identify suitable ISG platforms, if any, for each category.
- the migration of the School intranet to SharePoint.

Cyber Security working group (Alastair)

No substantive progress since last report (July) either at School or College level. Expect to restart work on this, both in School and at College, in March. The need to develop, at short notice, a new Ubuntu LCFG installer blocked School progress on this work.