



Computing Strategy Group Minutes

12th January 2021

Present: Jane Hillston, Boris Grot, Joy Candlish, Chris Williams, Alastair Scobie, Bjorn Franke, Ajitha Rajan

Apologies: Tim Colles

	Summary	ACTION
1.	PREVIOUS MEETING	
	<p>Approval of previous minutes and matters arising Actions completed from previous meeting where discussed and agreed.</p>	
	<p>1.1 - School access to self-managed compute resources - No paper produced yet (will do for next time) but ground work underway. Could use JAF for MacBooks as this does key escrow. Reviewing impact but should be minimal and looks feasible to mandate as very lightweight. No equivalent for Linux self-managed machines, so might just have to do spot checks here or equivalent. Craig Strachan visiting academic staff and asking how they store data but do need to reach people that aren't self-selecting. Jane says there is a big College push on data security - many people have not done mandatory online courses for example. Would be nice to isolate T&D staff from this list as they don't all handle student data. Maybe add this into the PDR. [ACTION: Alastair (to produce paper)]</p>	AS
	<p>1.2 - Tier 4 monitoring - EUCLID not due for replacement till 2025. Student immigration get data out of EUCLID via API. Timetabling doesn't work for us due to no access for TSP staff. Using coursework, exam, and attendance at lectures with Tophat.</p> <p>Tophat download to EUCLID upload conversion proven to work in principle. Now just needs an easy to use interface for ISS. [ACTION: Tim]</p>	TC
	<p>1.3 - Providing information on funded research grants to Computing team - Information to computing from Janet's team. Needs further discussion - list of recharge options for example, Jane could send this. Completed.</p> <p>Tim, Joy and Alastair will meet to discuss how we could improve on this. [ACTION: Alastair/Joy/Tim]</p>	AS/JC/TC
	<p>1.4 - VLE - Re-circulate to CSG Done</p>	
	<p>1.5 – Web Strategy - Unfortunately an academic could not be found to join the Web Strategy Group. Boris will consider possible candidates, but meanwhile the group will consist of JC, AS and Craig Strachan and will meet before Xmas to discuss strategic topics that require addressing. Group met in Dec 20 and report provided in Updates from working groups.</p>	

	<p>1.6 - Server room capacity problems and discussion - Our server rooms, at IF, AT and KB, have reached their cooling capacity limits. We need a long term sustainable plan for managing, and growing, our server room estate capacity. A new working group will be formed to develop such a plan. BG and AS to discuss membership and terms of reference of this group.</p> <p>Boris has formed a task force that will meet monthly from January. He has nominations from all research institutes except LFCS. Boris to produce an update at next CSG meeting. [ACTION: Boris]</p> <p>1.7 - Discussion on Terms of Reference and membership of group - There was a brief discussion on membership of the group. It was agreed that we need a proposal to cover both Terms of Reference and membership. Joy, Jane, Boris and Alastair will meet to discuss.</p> <p>Joy circulated a proposal for Terms of Reference and membership - this will be discussed at the next CSG meeting. [ACTION: Joy]</p> <p>1.8 - EdLAN replacement - update - The EdLAN replacement has been seriously delayed as a result of COVID. A dedicated meeting will be called to discuss the impact of the EdLAN replacement on the School, once more details are available on what the issues and potential solutions will be. [ACTION: Alastair]</p>	<p>BG</p> <p>JC</p> <p>AS</p>
<p>2.</p>	<p>Updates from working groups</p> <p>2.1 - Report from Compute and Data Strategy group</p> <p>Alastair and Boris will discuss the results of this group and whether it should continue in its current form and with its current remit. [ACTION: Alastair and Boris]</p> <p>2.2 - Report from Web Strategy group</p> <p>2.3 - Report from Teaching Admin working group</p>	<p>BG/AS</p>
<p>3.</p>	<p>Response to change in Piazza charging model - discussion</p> <p>Piazza, the discussion board tool used for teaching, has recently moved from a free to a charged model. The cost is not insignificant. As there was no time to deploy an alternative in time for Semester 2, the School has decided to pay for an annual licence. We need to start deliberating on which technology/service we will use for AY 21/22. Bjorn and Tim will form a working group to identify and assess alternatives - to feed back to CSG and Teaching Committee. [ACTION: Bjorn and Tim]</p>	<p>BF/TC</p>
<p>4.</p>	<p>Progress on Computing plan 2020 - report</p> <p>The tabled report was briefly discussed. Alastair will update the report to include a link, for each project, to the detailed project information available on the computing projects web-site. [ACTION: Alastair]</p>	<p>AS</p>

5.	<p>Draft Computing plan for 2021 - discussion</p> <p>Several comments had been received prior to the meeting and had been incorporated in the draft plan. The draft plan was discussed.</p> <p>DATAMANAGE - Chris commented that Ajitha, as Deputy DoR, should be involved in this programme. [ACTION: Alastair]</p> <p>PGRDEVICES - the goals should be revised in consultation with Bob Fisher, DoGS. [ACTION: Alastair]</p> <p>Bjoern suggested that we should seek to reduce the number of submission systems in use. It was agreed that Bjoern would form a working group to make recommendations. [ACTION: Bjoern]</p>	<p>AS</p> <p>AS</p> <p>BF</p>
6.	<p>IF Server room : current status and next steps - discussion</p> <p>See 1.6 - a working group has been formed to discuss. This will meet in January 2021.</p>	
7.	<p>Office 365 migration – update</p> <p>The migration on the 15th December was a disaster resulting in significant DP issues. IS declared a Major Incident to deal with the resulting issues. This Major Incident was still in progress at the time of the meeting.</p>	
8.	<p>AOCB</p> <p>The frequency of CSG meetings was briefly discussed. Chris proposed that we have two meetings per term and one in early summer - eg early October, early December, late January, March and late May. We can discuss this further when we discuss the Terms of Reference etc at the next meeting.</p>	
9.	<p>Date of next meeting: TBC</p>	