

**Minutes of the Computer Committee meeting held on 23rd November 2020 at 13:00pm via
Teams**

Present: Jason Randall, Allison Lewis, Ian Elliott, Charlie Weiss, Catherine Reid, Jason Carroll, Aylmer Johnson, Larry Paulson, Max Lycke (MCR)

Apologies: Ben Cole (UCS), Ignas Budvytis, Qi Guo

1. Declarations of Interest

None

2. MMA

None

3. Draft Report to Council

Suggestions for this included:

- Changes to working practices due to COVID
- Changes to available facilities
- Cyber security (including the botnet attack earlier this year)
- Hermes shutdown at the end of 2021
- Using Moodle for library & study space booking
- FML digital screen
- FML FindMe copier

With regard to cyber security AJ asked if there were any updates on the policy to block outdated file extensions such as .doc and .xls. JR said that this is ongoing although we continue to block them. At a recent online admissions seminar a discussion took place about the digitisation of future undergraduate admissions as this will involve the transfer of documents between colleges. JR said that in the intervening period the Central Admissions Office should review their standard documents which still seem to contain a huge amount of .doc files. We continue to use the workaround for admissions@clare which is a security risk but has so far been event free.

4. IT Dept Update

JR reported that AL is manning the office this week. We are keeping things as safe as possible by using sanitising gel, wipes and facemasks. Students and staff are not being allowed into the office and we operate a thorough cleaning operation each morning. AL said that she is starting to get used to the new working procedures especially the change in roles where most desktop support (which is usually handled by IE) is now the remit of whoever is in the office each week.

Electrical maintenance work will once again take place within Memorial Court over the Christmas period resulting in a complete loss of power everywhere except the FML which is to be used as a study space by students. At this point CR mentioned that she has a meeting planned this week with the Estates Manager who thinks that the number of students may be so small they will use a different area to study. This will be discussed in detail later this week.

On the 30th December both AL and JR plan on swapping over to the University internet link and whilst pulling cables will also rewire the WCDC. The extra switches there are no longer needed so we will create a more direct link to our new hardware.

Over the last few weeks we have loaned a couple of monitors to students. The planned loan of an ex-MCS PC did not materialise.

Both UIS and Aruba have acknowledged the power issues with access points which results in loss of signal. They have various software updates planned over the next few months to remediate this.

AL and JR went to St Regis last week to inspect the structure and work out a plan for fitting access points in the ceiling. Initially there were concerns that the ceiling could not be lifted once installed but the electrician has conceded that this can be done. We are therefore getting ready to install wi-fi from the 14th December. This Thursday will see the installation of the new network switches as on Wednesday afternoon St Regis will be officially connected by fibre to Castle End at the Colony.

JR spoke about 102 Chesterton Road which was purchased just before the start of the refurbishment of St Regis. Initially there were no networking plans for this property but during the refurb it was decided to run power and heating circuits into 102 Chesterton Road from the main St Regis building to save money and that networking was now required. JR is now in discussion with the Estates Manager, the MCR housing rep and the Project Manager to see how this can be financed as the money was not budgeted for.

5. UCS Report

None

6. MCR Report

ML reported that a few new Porters have been added to the MCR website so they can access the punt booker.

On Thursday ML and the MCR President are to meet with the Kings College website developer to discuss the revamp of the website.

7. AOB

None

Date of next meeting

Monday 25th January 2021 at 13:00 to discuss draft budget proposals