<u>Minutes of the Computer Committee meeting held on 13th March 2023 at 13:00pm in the Godwin Room</u>

Present: Jason Randall, Ian Elliott, Phil Ward, Charlie Weiss, Catherine Reid, Aylmer Johnson, Jason Carroll, Rebecca Willatt, Ignas Budvytis, Bjarne Bergh (MCR)

Apologies: Lizzy Conder, Larry Paulson, Qi Guo, Vithusan Kuganathan (UCS)

1. <u>Declarations of Interest</u>

None

2. <u>MMA</u>

None

3. <u>IT Dept Report</u>

We have been very busy over the last six weeks migrating staff to Exchange Online. 135 mailboxes have now been migrated with 40 remaining.

Last Thursday we had a network outage at Clare Court which was caused by a faulty fibre module in our Old Court switch cabinet. This was resolved by approximately 13:30 and the module has since been replaced under warranty.

Darktrace is doing a great job with regard to reducing spam and suspicious emails. The system also monitors traffic flow and can therefore pick up on potential problems before they become more serious. Over the last week it reported on some strange DNS lookups from one particular staff PC enabling us to isolate it. Various scans reported nothing but when it was reconnected to the network it started reporting the same issues so we wiped it and reinstalled Windows. Since then nothing has been reported.

Preparation for the new café is ongoing and both JR and PW were on site last week looking at the comms cabinets and talking to Barnes Construction about wi-fi access point locations. Everything is coming along well although the cabinets will need a good clean before our equipment is installed. We are still await

CR asked if the UMD devices will use roaming profiles and JR confirmed that they won't. Students will need to store documents on their network drives as anything left on their desktops will not be available when using a different PC. Once the service is available we will need to send out this information to all students.

CR also asked if the Linux service was definitely no longer available and JR confirmed that this was the case.

All eight photocopiers have now been delivered and commissioned although it is too early to have any usage stats. BB asked for some paper to be delivered to St Regis and IE confirmed that this was already on his "to do" list. They all seem to be working well although the Chapel Office has had some teething problems getting the copiers to print their service sheets correctly but this is just an educational issue rather than an operational one.

4. **Draft Budget Update**

It is assumed that income will increase by 10% but JR is yet to see the updated 2023/24 connection charges. It is also too early to speculate on print income.

Expenditure costs will increase by 11.06%.

Phone costs are down £1.2k as we have now replaced all of our handsets.

Staff meal costs have risen by 10% as food inflation is very high so Lee Corke may be increasing prices by this figure or possibly more.

Computer hardware costs are down by £3.5k.

Computer software costs are fairly static. Our Darktrace subscription will be in year 2 of 4 which costs £22.5k pa. The Bursar has suggested putting the Kinetics running costs onto the IT budget and then pushing the asset costs out to the various departments which is in the region of £75k but this includes all three phases of the project. This figure could come down by around £15k if we do not progress with phase 3 as these modules may not be required but it's currently included as we just don't know yet.

Networking costs are down by £4k. IB queried the figures relating to asbestos and JR explained that it is included because any new installation may entail going through uncharted areas. JR has been told that this is an IT cost and not a maintenance cost hence it is in the budget.

MCS costs are up by £2k. The cost of the new MCS PCs is £7k but this is offset by the lack of commissioning costs for our new printers.

Service contracts and maintenance costs are down by £4k due to less websites to look after this year.

We had planned to purchase an independent anti-spam solution but Darktrace has supplied this which has saved us some money.

Computer Committee lunch costs have increased by £300. This is the first time this cost has appeared