

Faculty of Philosophy - IT Strategy

The Faculty of Philosophy is committed to establishing a first class learning and research environment incorporating the highest standards of technology, support and use of computer facilities. IT is a fundamental tool which underpins all activities of the Faculty and enables support staff, academics, researchers and students to achieve their aims and objectives.

Management and Governance

The IT strategy will primarily be implemented/developed by the Faculty IT Officer in collaboration with Faculty staff. An IT Committee will aid the implementation of strategy by providing review and focus, particularly with regard to special IT projects within the Faculty.

Infrastructure

The Faculty will develop and maintain an IT infrastructure which allows users access to network resources available on a 24/7 basis. Both wired and wireless access to Faculty resources will be available to users and the access will be secure, stable and reliable. Sufficient investment will be made to ensure network technology is replaced on a 5 yearly basis to ensure a resilient service is provided. A web site providing information for both internal and external audiences will be available on a 24/7 basis with password protected areas as appropriate. Shared disk space will be made available via the use of Google shared drives for users to share files and data as required. All file storage will be backed up in accordance with the Faculty data policy.

Workstations

As a basic principle, all desktop workstation access via the Faculty network will be provided on a password protected basis. Updates to desktop equipment and software including virus checking will be made on a regular basis in order to provide a stable platform for users to carry out their work. Desktop computers and laptops will be replaced every five years with a preferred specification/budget decided in advance in order to meet user requirements. A detailed inventory of Faculty equipment will be maintained in order to facilitate the timely renewal of IT equipment and keep track of IT assets.

Software

An inventory of all software licences purchased and allocation of software to user workstations will be maintained by the IT Officer.

Support

User support will be key to the operation of IT in order that all types of users are able to carry out their work. The IT Officer will be available during his/her working hours by phone, email, and in person to ensure that user issues are resolved in an efficient and timely manner.

Training

All users of computer facilities will be expected to have a minimum standard of IT competence and will be provided with an induction to IT services available at the Faculty. In addition any further training requirements will be assessed by the IT Officer as to how best to deliver the training required. The IT Officer will also design and deliver bespoke training as required.

Data Protection, confidentiality, security and internet use

All staff, students and academic visitors are issued with an expected to comply with the [University Information Services rules](#) for computer use and follow the [University's data protection policy](#).