

University of Glasgow

Business Continuity Governance Board

Minute of meeting held at 9am on Thursday 12th of May 2022 in the Melville Room

Present: Selina Woolcott (HSW), Liz Broe (Arts), Neil Bowering (CoSE), Billy Howie (CoSS), Gary Stephen (Facilities), Diane Montgomery (IS), David Duncan (Convenor), Stella Matimba (BC Adviser)

In Attendance: Debbie Beales (Clerk)

Apologies: Paul Fairie (MVLS), Cyril Pacot (CoSE)

1. Minute from the last meeting

The Minute from the last meeting was approved.

2. Introduction to new BC Adviser

SW introduced Stella Matimba, the newly appointed BC Adviser, to the Board. Stella informed the Board that her initial priorities are to update the current policy, meet with relevant colleagues within the University and undertake internal audits. Stella will also be updating the BC webpages with more information and guidance.

The Board requested that the following items be addressed:

- BC between IT and the rest of the University needs to be more cohesive.
- Detailed framework required, not just an updated policy.
- Institutional guidance, rather than individual College, preferred where possible.
- Current BIA too wordy. Something more interactive, with a joined-up approach, required.

3. IS – power outage and phishing attack (verbal DM)

DM shared papers detailing all events with the Board. DM summarised the events as follows:

- A phishing attack in February 2022 where 270 staff shared personal details with cyber criminals. No major damage was done but staff should be aware that financial details are not to be shared via email. Any current procedures that still require this should be addressed as a matter of urgency.
- A power outage in the Boyd Orr Building on the 22nd of February and again on the 23rd of February 2022 was caused by a circuit breaker tripping. The backup diesel generator failed to start, leading to a full power outage for all equipment hosted in level 5.
- A networking interruption in the James Watt North Building on the 21st of February 2022. A network card failure in a router caused multiple hosts to go offline. This included eduroam and the staff portal.

4. Covid update – guidance and management overview (verbal SW)

SW informed the Board that there are no longer any restrictions but guidance from the Scottish Government encourages the wearing of face masks in busy areas. Case numbers continue to decline but this could be because less testing is taking place. Encouraging news is that hospitalisation numbers are on the decrease.

5. AOCB

SafeZone – GS informed the Board that 8,000 people have now downloaded the SafeZone app and 3,500 of these are staff. The University of Glasgow is working on a global alliance with the Universities of Edinburgh, Stirling and Heriot-Watt. When launched, users will be able to activate the red button at any of these locations from the same app.

6. Date of next meeting

The next meeting of the BCGB will take place in August 2022 TBA