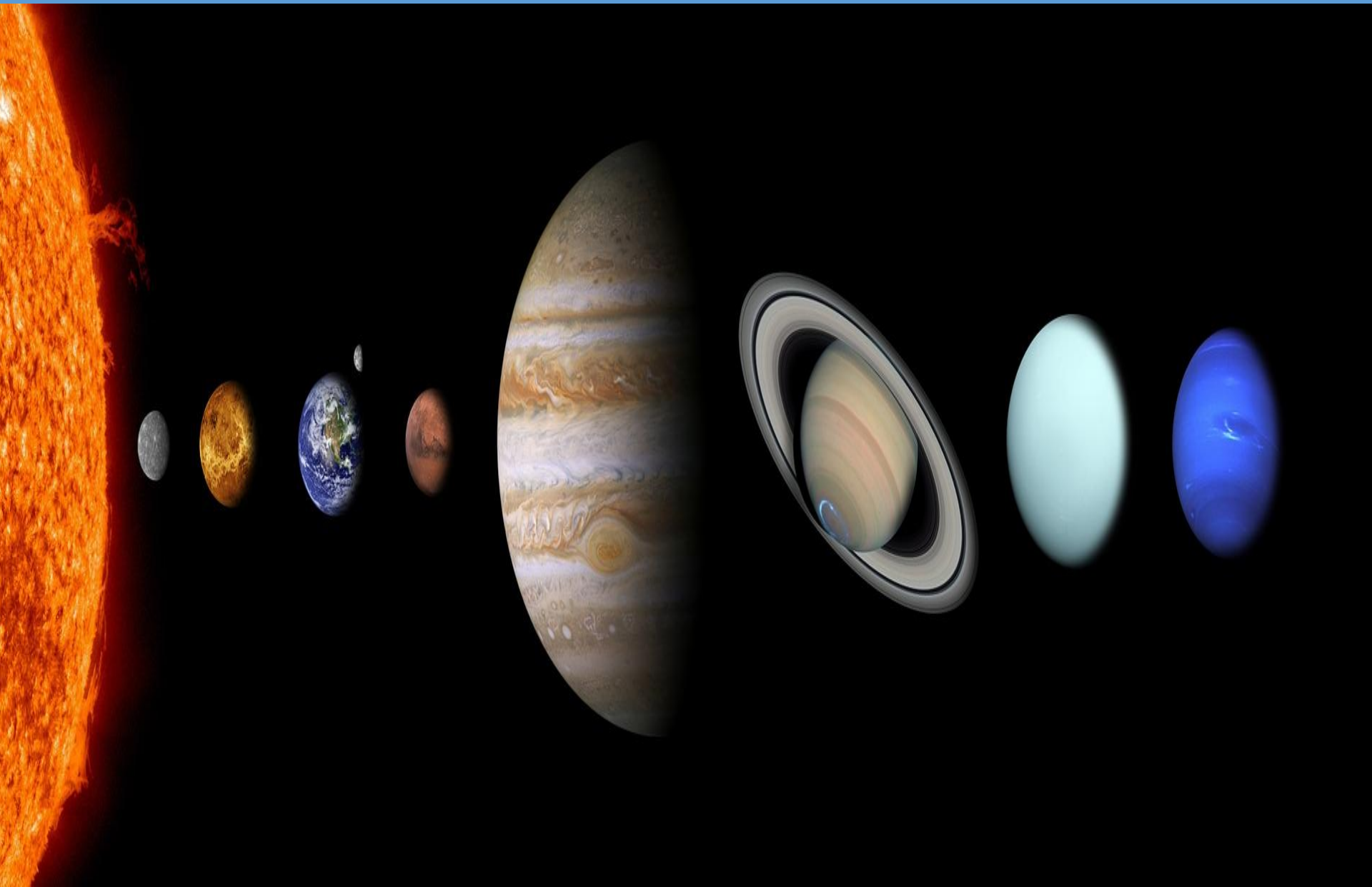


Becoming a smart organisation: Building staff and institutional capability

TEMG 2015
30 AUGUST - 2 SEPTEMBER 2015
WOLLONGONG

Sandra Jeffries
Director, Information Services



Outline

S Strategy

M Merging and Management

A Activities

R Results

T Time and Tradition

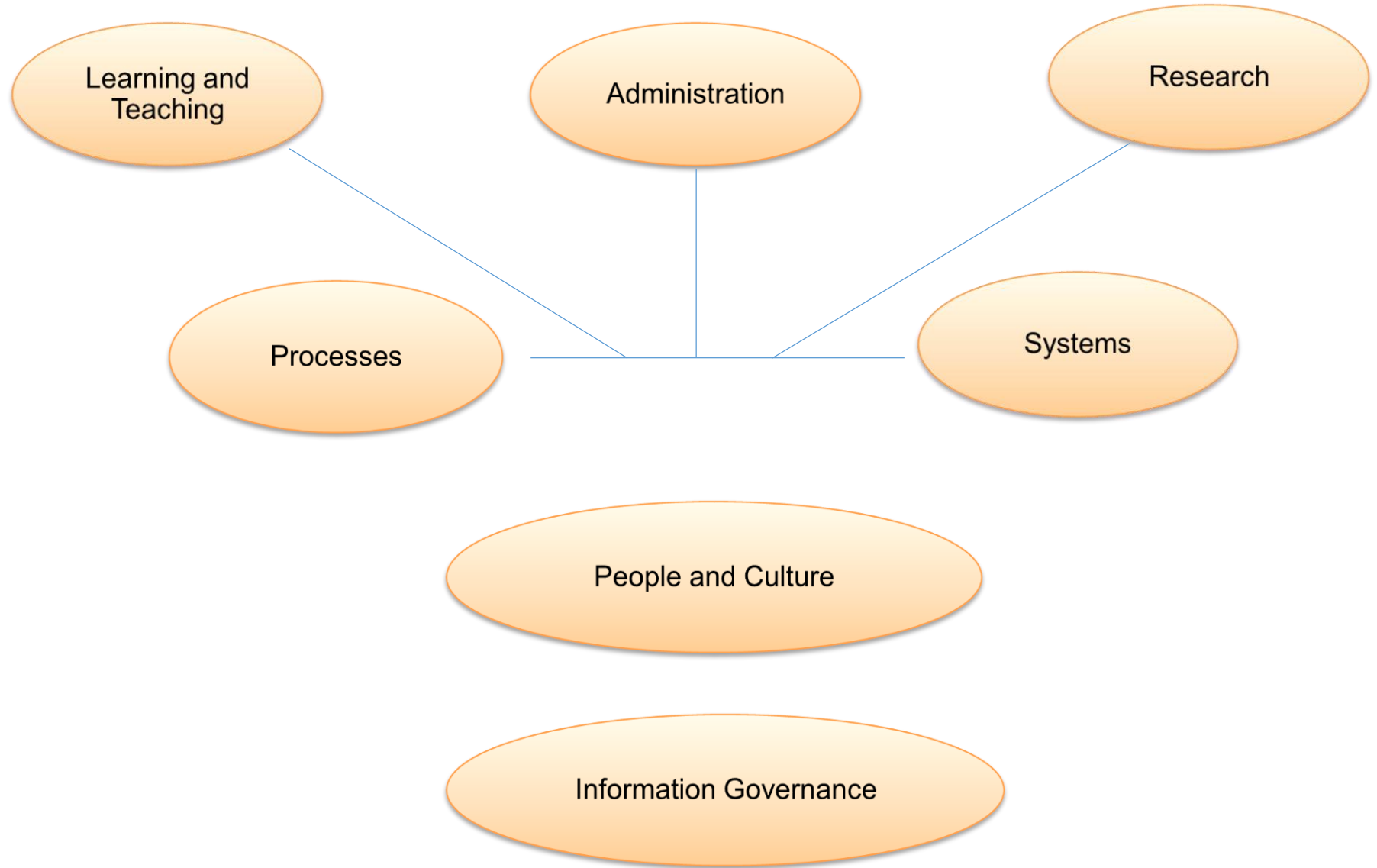
SMART: Strategy



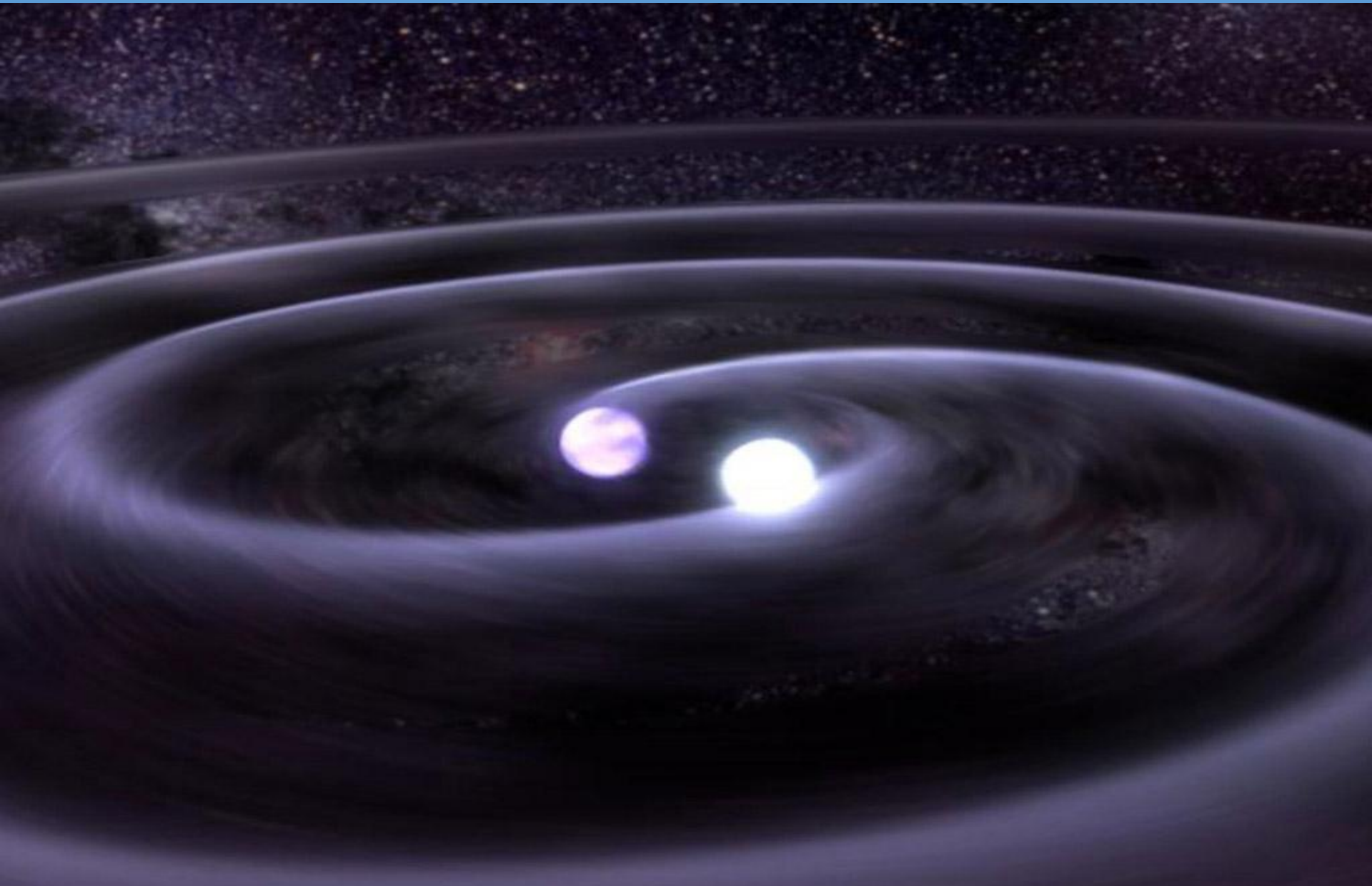
Information Management Strategy

A culture where information is created, managed, used and shared effectively to advance the University's strategic priorities.

Framework



SMART: Merging and Management



Recommendation for an Information Management Services unit:

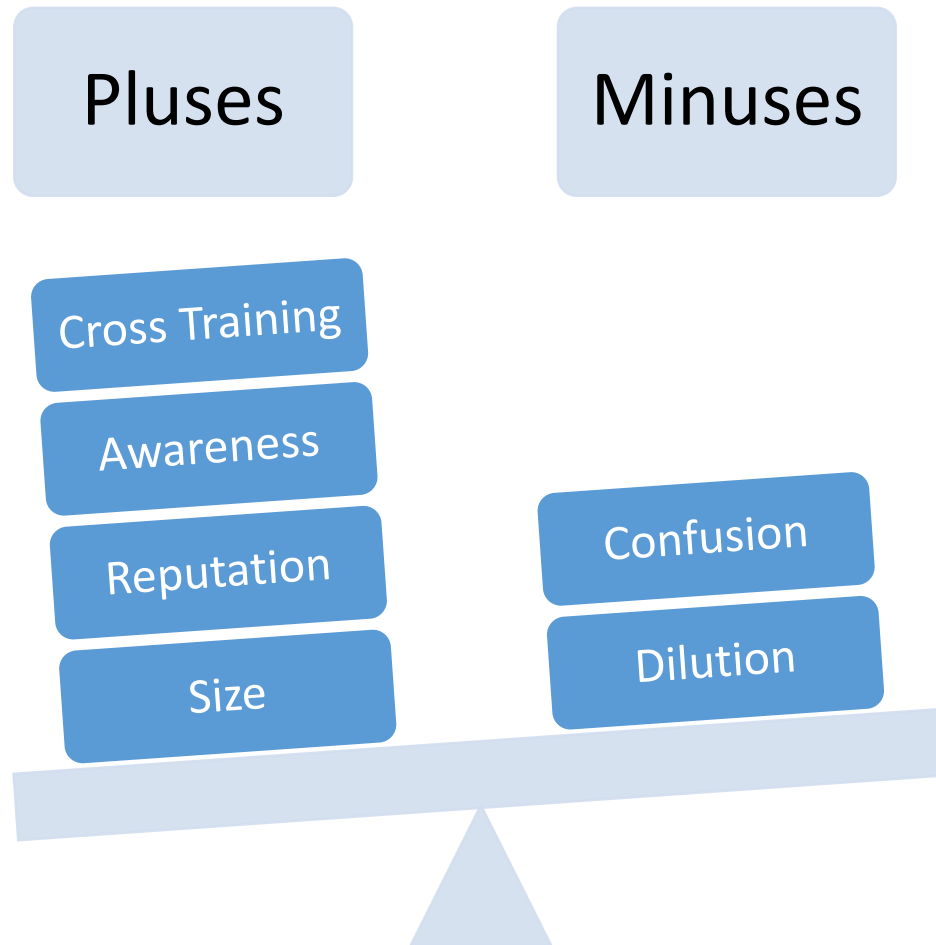
That the information management and records management functions of the Branch be consolidated into a single unit with a shared action plan

Composition of unit

- Manager
- Information Officer
- Information Officer (Strategy)
- Information Officer (Copyright)
- Information Assistant (Records)
- Intranet Coordinator

- Project Managers/Officers
as required

Team culture



Our team environment

- **Knowledge sharing**
- **Flexible**
- **Supportive**
- **Collaborative**
- **Thinking ahead**
- **Solutions focused**
- **Open**
- **Positive**

Team culture

IMS DREAMS

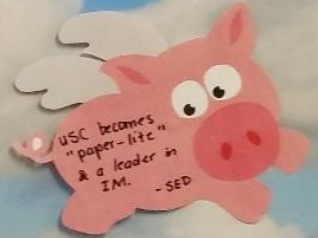
Funding for
Historical Archives
LOD

Compulsory training
module on using
information @ USC
(inc. Copyright)
- KK +
Rosse

USC becomes
"paper-lite"
& a leader in
IM.
- SED

DIGITAL
SIGNATURES
FOR ALL!
- SED

Run "Working
Digital"
"PaperLite" training
for staff
(+ stud?)
KK



SMART: Activities



Activities



Creative Generation: North Coast (South) Regional Exhibition 2015

20 August - 12 September



Art Gallery - Creative Generation: North Coast (South) Regional Exhibition 2015




University News

2016 OLT CITATIONS Information Session - 10 September 2015
Wednesday, 26 August 2015
 Providing an overview of OLT Citations and the nomination process for 2016. Thursday 10 September at 1–2pm in room E2.24-25, E Bldg 2nd floor. National Office fo... [preview](#)

2015 ATEM Queensland Region staff development program
Tuesday, 25 August 2015
 Colleagues The 2015 Queensland Region ATEM staff development program has introduced 3 hour power sessions in a 'Hands on Instructor-led Virtual Classroom Experi... [preview](#)

Asset Management Services (AMS) and Capital & Commercial (C&C) Update - Monday 24 August 2015
Monday, 24 August 2015
 Dear All The following Asset Management Services (AMS) and Capital & Commercial (C&C) activities will be happening on campus in the near future: As a [courtesy...](#)

My Workspaces

-  **Classifieds** 67 members, 20 discussions, 23 replies
[preview](#)
-  **Content Author's Communi...** 14 members, 2 discussions, 0 replies
[preview](#) Content Author's Community
-  **MyUSC Help** 13 members, 2 discussions, 2 replies
[preview](#)

Campus-Specific News

- Sippy Downs
- Gympie
- SouthBank

Scheduled 'Showcasing Bookings' are available for staff and students for the [Engineering Learning Hub Visualisation and Collaboration Studios](#). They are available every Wednesday from 12.00pm-1.00pm until December 2. Bookings are essential and can be done [online](#).

The **Multi-Level Car Park** was officially opened Wednesday, 15 July by Roy and Nola Thompson and John M Dobson OAM. The carpark is now available for use by staff and students. The usual parking regulations and fees apply.

My Newsfeed

Share with [everyone](#) 

USC EMERGENCIES

5430 1122 1122

USC GENERAL SECURITY

5430 1168 1168

EMERGENCY SERVICES

000 0-000

Quick Tasks / Contacts

- [Access Webmail](#)
- [Find Someone \(Who's Who\)](#)
- [Access the USC Website](#)
- [Access G Drive](#)
- [Access S Drive](#)
- [Access My Documents](#)
- [Log an IT Request](#)
- [Book a Room](#)
- [Access the Library](#)
- [Check current campus parking availability](#)
- [MyUSC Help](#)

- HR Services: 5430 2830
- IT Service Desk: 5430 1237
- Student Central: 5430 2890
- [Employment Opportunities](#)

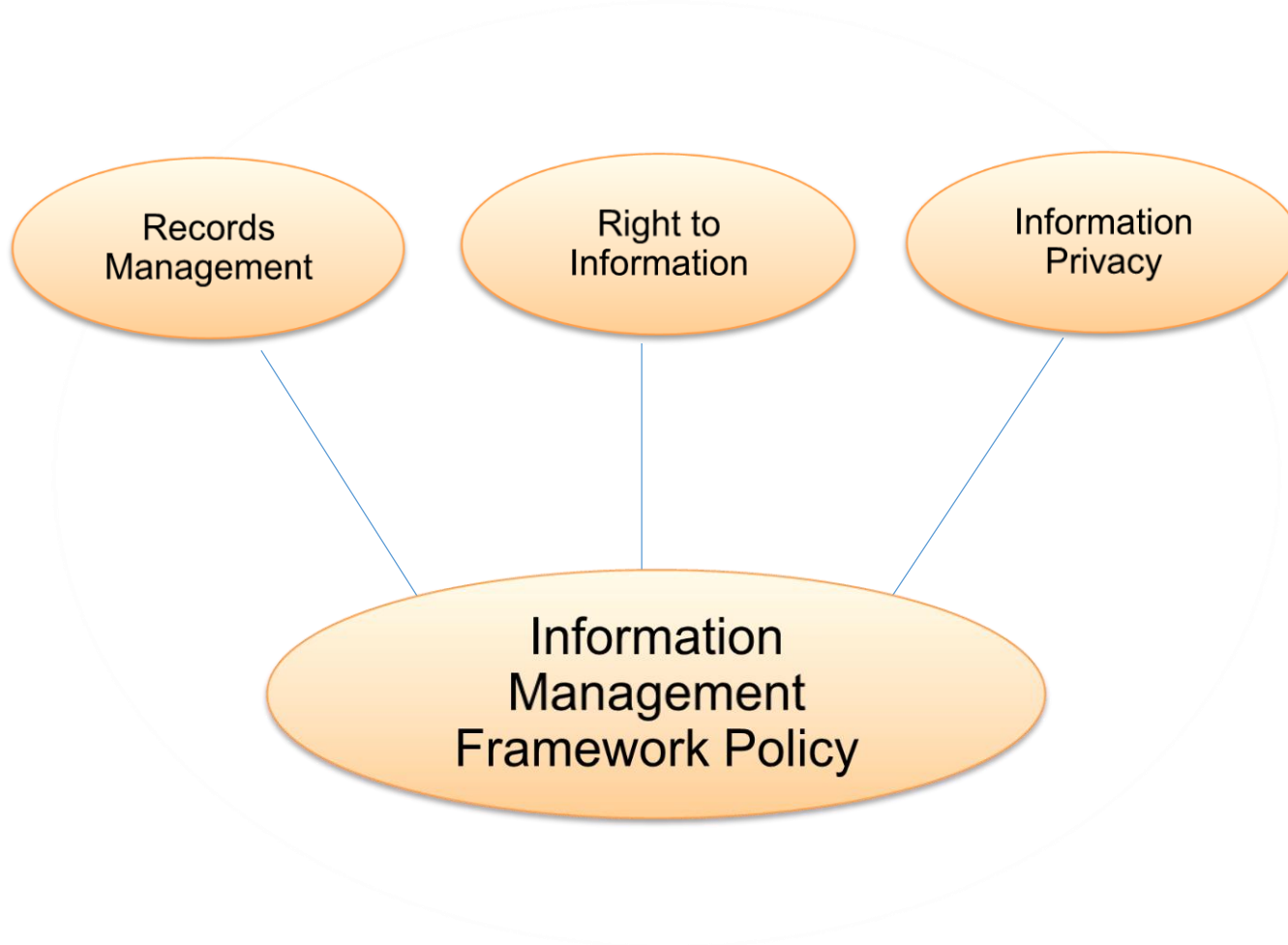
Systems

- [Webmail](#)
- [Ask USC](#)

Guidelines

- Information in shared network drives
- Personal information
- Identifying records
- Assessing corporate systems as recordkeeping systems
- Information asset security and handling

Policy development



Copyright Policy

Born digital,

stay digital

Assessment of existing corporate systems

ISO 16175.3.2012: Information and documentation – Principles and functional requirements for records in electronic office environments

- Feasibility
- Implications for other systems
- Recommendations

Information station



20th Anniversary

1996



Message from
Mr Ian Kennedy, Acting Chancellor

The master plan for this new and developing university has taken its inspiration from Thomas Jefferson's University of Virginia, in the U.S., which was proclaimed in 1776 as the most significant architectural achievement of that nation's first 200 years.

There have been some local adaptations to suit the times, the climate and the site. The axial 'town' and covered colonnades on either side have been retained from Jefferson's original 'Academical Village', but the ends of the axis were to remain open, and a feature building was to be positioned centrally, rather than a roundabout closing the axis. The feature building is now the new library, being declared open by Sir Zelman Cowen.

Jefferson had a profound belief in education generally and in the power of university education specifically, to protect and advance democratic ideals. This library, at the heart of the campus, will have a powerful intellectual influence on those who study here and an equally powerful visual impact even for those who may only visit.

The library will be an important link with the Sunshine Coast community and the open-ended axis is a symbolic statement of the openness of the campus to that regional community.

Mr Ian Kennedy



The Maroochy Excellence in Building and Planning

AWARDS
1997

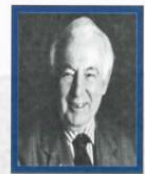
Institutional Building
Award Category

Sunshine Coast University Library

Sunshine Coast University
Lawrence Field Partners
Aust - in association with
John Maitland & Assoc
Ewins Harch P/L

Don Culley
Mayor, Maroochy Shire Council

Message from The Right Honourable Sir Zelman Cowen, AK, GCMG, GVCO, QC, DCL



It is a privilege to be invited to participate in this ceremony at which the Library of the University College is formally opened. The library or libraries of a University lie at the heart of such institutions, and this one is no exception. Changes in communications technology profoundly affect the way in which we learn and the resources available for learning. The library, however, remains as a central resource for learning and scholarship.

I am pleased that this library has already won recognition as a distinguished contribution to the architecture of the growing university.

As one who has been a long-time, though part-time, resident of the Sunshine Coast, I have a special interest in the welfare of the University College, and I

On behalf of the Council of the Sunshine Coast University College,

The Acting Chancellor, Mr Ian Kennedy, AO
has much pleasure inviting

as an official guest of the University
to the Official Opening of the University Library,
The Right Honourable Sir Zelman Cowen
AK, GCMG, GVCO, QC, DCL

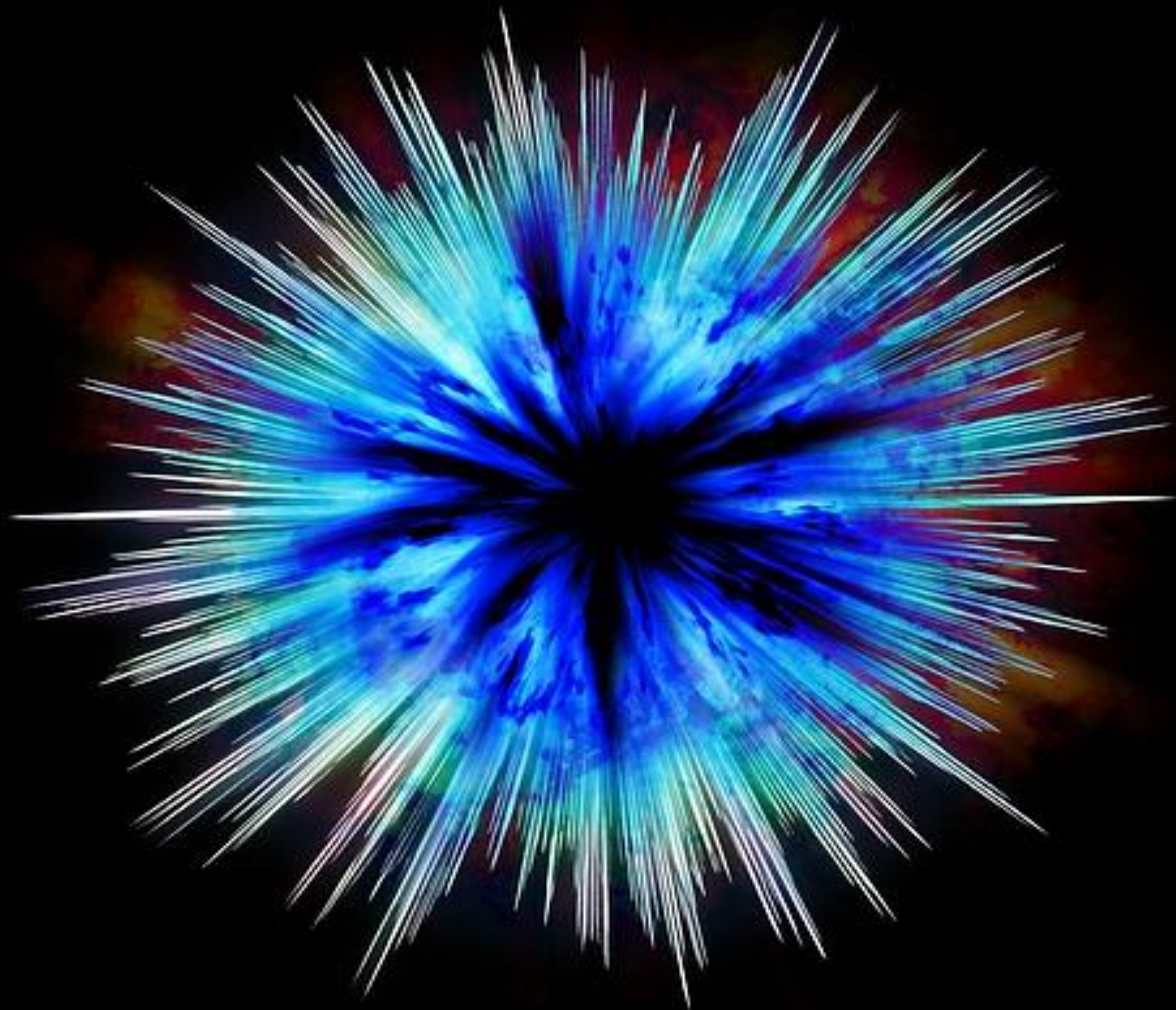
The Right Honourable Sir Zelman Cowen
AK, GCMG, GVCO, QC, DCL
will be present at the Official Opening of the University Library
at 10.30am on Tuesday, 4 November 1997
and afterwards for a light lunch.
Guests to be seated by 10.20am.
Lounge, South Cove Dining



These images and text celebrate the opening of our award winning Library on 4 November 1997.

2016

SMART: Results



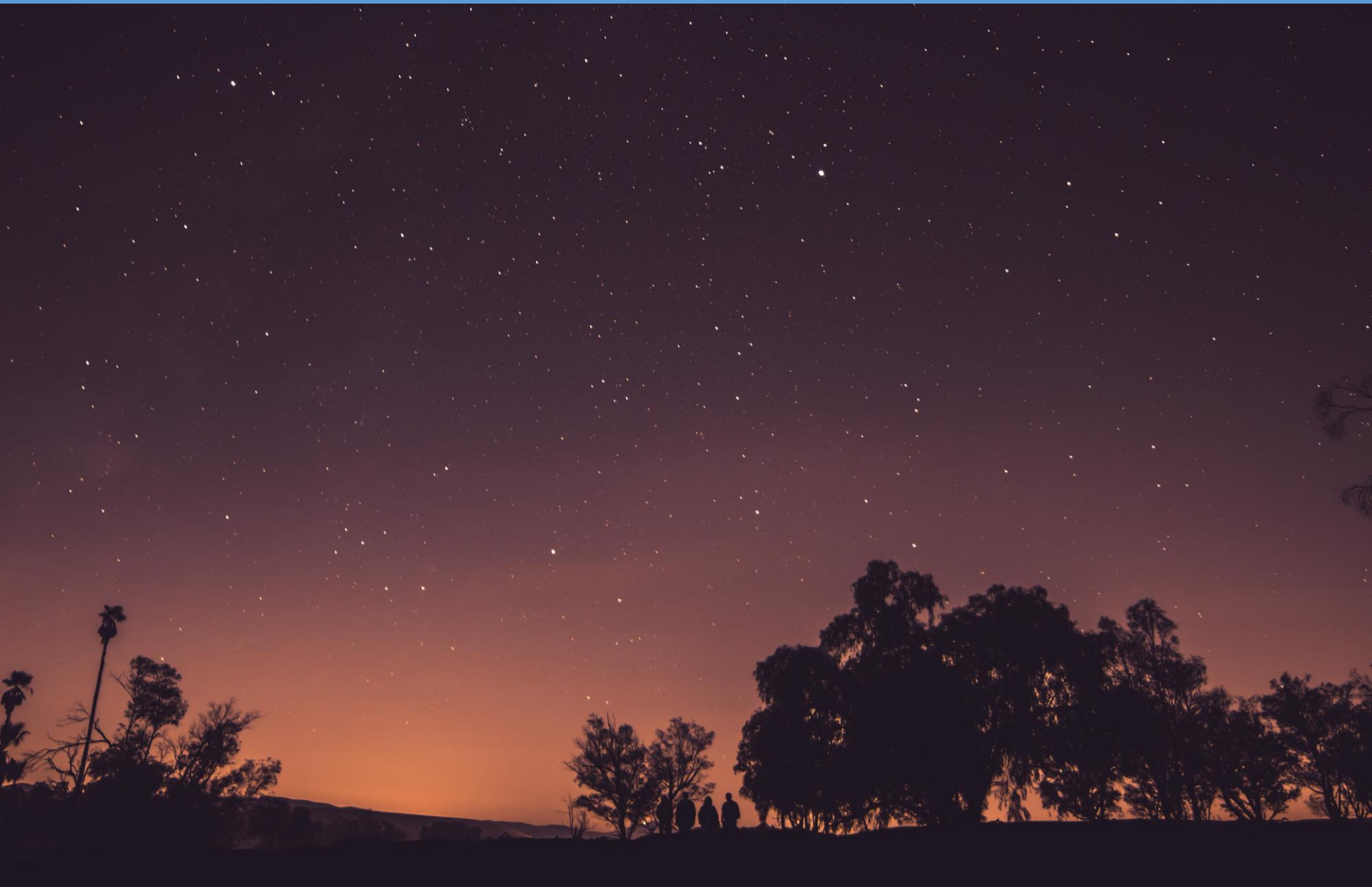
Unit reputation ✓

- Recognition of unit as trusted source of expertise
- Involvement in major projects

Information management ✓

- Recognition of value of good information management
- Staff suggestions for improvements
- Understanding of implications for others

SMART: Time and Tradition



USC context



References

- Graetz, F., Rimmer, M., Smith, A. & Lawrence, A. *Managing organisational change*. 3rd Australian ed., Wiley, 2011
- Herrero, L. *Viral change*. 2nd ed. Meetingminds, 2008
- Olson, J. *The Slight edge*. 8th ed. Success, 2013
- Siller, J. “The Case for aggregated information management roles” in *RIM Quarterly*, vol. 29, issue 1, February 2013
- Stafford, D. “Information management principles – the impossible dream” in *RIM Quarterly*, vol.30, issue 3, August 2014

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