

David Black  
request-12856-d5d81d5b@whatdotheyknow.com

5 June 2009

Our Ref: FOI 2009/95 – F0061284

Dear Mr Black,

**Re: Freedom of Information (Scotland) Act 2002 – Request for Information**

Thank you for your email which was received by the University on 4 June 2009 timed 1936 hours, requesting the following:

**The Secretary of Court at the University of Glasgow sent an email to all staff on 1 June 2009 ("Investing in our future: the Student Lifecycle Project") announcing the procurement of a new Student Information System.**

**In his email he stated that "Time spent on administrative tasks will be reduced, for both academic and support staff."**

**Obviously, no experienced senior manager would make such a claim without readily available evidence to support it.**

**For this reason I would like to know:**

- a. What administrative tasks is the Secretary of Court referring to?**
- b. The time currently spent on each of the above administrative tasks.**
- c. The expected time that will be spent on each of the above administrative tasks after the new system has been implemented.**

As the University of Glasgow is a Scottish Public Authority, your request is subject to the terms of the Freedom of Information (Scotland) Act 2002 ("FOISA"). The University acknowledges receipt of your request and confirms that it will respond to you under the terms

of FOISA and within the time scales required by FOISA. The Freedom of Information Office will contact you if we require any further information.

Yours sincerely,

#### Data Protection and Freedom of Information Office



The information that you supplied with your Request for information will be entered into a filing system and will only be accessed by authorised persons of the University of Glasgow or its agents. The information will be retained by the University and will only be used for the purpose of (a) processing your Request for information, and (b) for statistical and audit purposes. By supplying such information you consent to the University storing the information for the stated purpose. The information is held by the University in accordance with the provisions of the Data Protection Act 1998.