

David Black  
request-128xxxxxxxxxxx@xxxxxxxxxxxxxxxxxxx

30 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.**

**University's Response**

The University of Glasgow does not hold the information that you have requested and is not aware of any other public authority that could respond to your request. Section 17 of FOISA

**DATA PROTECTION AND FREEDOM OF INFORMATION OFFICE**

Main Building, University of Glasgow, Glasgow G12 8QQ

Data Protection: Telephone: 0141-330-3111 E-Mail: [data.prot@xxx](mailto:data.prot@xxx)

Freedom of Information: Telephone: 0141-330-2523 E-Mail: [foi@gla.ac.uk](mailto:foi@gla.ac.uk)

The University of Glasgow, charity number SC004401

states that where public authorities receive requests for information that they do not hold, they must issue a notice advising that they do not hold the requested information.

We do not hold information that would allow us to answer the specific questions you have asked. However, attached [see **Appendix A**] is a paper that was presented to the Senior Management Group in March 2009, setting out the rationale for the Student Lifecycle Project. It includes a discussion of efficiencies that will be achieved through this Project, and the areas in which this will happen.

The supply of documents under the terms of the Freedom of Information (Scotland) Act 2002 does not give the applicant or whoever receives the information any right to re-use it in such a way that might infringe the Copyright, Designs and Patents Act 1988 (for example, by making multiple copies, publishing or otherwise distributing the information to other individuals and the public). The Freedom of Information (Scotland) Act 2002 (Consequential Modifications) Order 2004 ensured that Section 50 of the Copyright, Designs and Patents Act 1988 ("CDPA") applies to the Freedom of Information (Scotland) Act 2002 ("FOISA").

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<http://www.ipso.gov.uk/copy.htm>

### **Your right to seek a review**

Should you be dissatisfied with the way in which the University has dealt with your request, you have the right to require us to review our actions and decisions. Please refer to the Review Procedure (<http://www.gla.ac.uk/services/dpfoioffice/policiesandprocedures/foisa-complaintsandreview/>) for further information. All complaints regarding requests for information will be handled in accordance with this procedure.

Yours sincerely,

Data Protection and Freedom of Information Office