**Date:** Thursday 10th Sept  
**Time:** 10:00-11:00am  
**Location:** Senate Committee Room 2  
**Attendees:** Diane Arthurs(DA); Sarah Vickerstaff(SV); Rob Chapman(RC); Nadine Ansorg(NA); Jo Ruffels(JR); Cathy Norman(CN); Sarah Slowe(SS); Brian Lingley(BL); Iain Cumming(IC); Renata McDonnell(RM); Mel Kocak(MK)

### Areas covered:

#### Introduction
RM welcomed everyone to the meeting and the group introduced themselves.

#### Summary of where KRIMSON is at
- RM provided a general update of the system and its usage. The main purpose of the meeting was to understand how ‘the user’ views the system and what improvements could be made.  
- The following points, were mentioned:
  1. **CRA (Converis Research Analytics)**- Reporting and integrations will be set up in KRIMSON by James Manning.
  2. **KRIMSON FAQ**- readily available on the website [https://www.kent.ac.uk/researchservices/krimson/FAQ.html](https://www.kent.ac.uk/researchservices/krimson/FAQ.html)
  3. **KRIMSON Training**- Every Wednesday. Please check for available slots-[https://www.kent.ac.uk/researchservices/krimson/training.html](https://www.kent.ac.uk/researchservices/krimson/training.html)
  4. **Integration with KAR and Agresso**- Is estimated to be completed by April 2016

#### Feedback from users
- It was noted that as an admin user it is difficult to export reports.  
  - **Action:** DA to provide KRIMSON with criteria fields for reporting.
- From a Consultancy point of view, KIE, are struggling to anonymise applications while making it visible to users.  
  - **Action:** RM to look into this.
- From an Academics point of view, IC commented on how KRIMSON is efficient and works well. However, there is a need to integrate KAR and Agresso into KRIMSON.

#### Additional
- Mel to organise an export training session with DA and JR w/c 21

#### Next Meeting
- The next meeting is estimated to be held in January, the date is to be advised.