IT Governance Program – Research & Innovative Technologies Committee

Meeting Minutes

March 21, 2018
1:30 p.m. – 3:30 p.m.
JK Williams Building Conference Room 212

Attendance:

<table>
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<tr>
<th>SITC Members</th>
<th>ITG Program Support</th>
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<tr>
<td>X Dr. Narasimha Annapareddy</td>
<td>X Dr. Hye-Chung Kum</td>
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<td>X Dr. Michael Bishop</td>
<td>X Sean Michaelson</td>
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<td>X Dr. Susan Bloomfield</td>
<td>X Dr. Honggao Liu</td>
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<td>Aaron Brender</td>
<td>X Dr. Ramalingam Saravanan</td>
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<td>X Dr. Pierce Cantrell</td>
<td>Dr. Venky Shankar</td>
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<td>X Cheryl Cato</td>
<td>X Paula Sullenger</td>
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<td>X M. Dee Childs</td>
<td>X Chris Seabury</td>
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<td>Dr. Michael Hall</td>
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Minutes: Scheduled Business

Item 1: Welcome and Introductions
Description: General welcome and an opportunity for announcements or items of interest relevant to the RITC

Dr. Susan Bloomfield welcomes the group and began round-table introductions. Introduced a new member of the committee – Dr. Chris Seabury from the TAMU Veterinary Medical School.

Item 2: Council of Principal Investigators (CPI) Survey
Description: Discuss feedback from the CPI Executive Committee and IT Governance Chairpersons meeting regarding the survey. Determine the target audience, refine the questions, and develop a timeline for distribution.

Dr. Susan Bloomfield met with the CPI Committee regarding this survey and asked for feedback from the group. The group gave the following suggestions:

- The survey should be sent out to all members of the college, using representatives to get principal investigators (PI) to participate in the survey.
• Frame the survey correctly, explaining who we are and why we are asking by explaining how crucial it is to get these key pieces of information. Persuade the audience by showing that this is to bring them better resources.
• Clarify the language of each question making sure they are crystal clear.
• Do not ask financial resource questions. Just ask what their needs are, not how they pay for them.
• Frame questions carefully as not to leave out key technologies. Ask PI’s what “research computing” means to them, and have them “check all that apply”.
• Do not make it too long.

Group discussion regarding the current challenge which is coming up with a list of questions.

Overall timeline goal: Deadline would be May 1st, analysis will take place over the summer and be finished by August 1st.

Should limit the number of open ended questions.

List of suggested questions will be sent via group email.

Additional question submitted by Dr. Pierce Cantrell – Do you need to move large amounts of research data between machines? How much?

There is a CPI Meeting May 8th in which Dee will encourage people to participate, and at the least, Dee will mention when she speaks at the CPI meeting.

Dr. Kum will start a google doc for this list of questions.
Dr. Michael Pace will provide qualtrics survey support.

**Item 3: Sub-Committee Development**

Description: Establish sub-committees centered on completion of the three primary objectives for the RITC in FY18. Generate a charge and scope for each with a call for volunteers.

The committee established three sub-committees in accordance with the three objectives. Each committee member will choose a sub-committee to work on. These committees will meet at least once to advance a proposal for consideration on how best to move forward on that item. The committee reviewed those three objectives.

Discussion ensued on redefining objective three. It was decided to have objective one, then to combine objective two and three. Objective three was slightly redefined as “defining and exploring funding models for computing and benchmarking”.

Working groups for the two sub-committees will be as follows:

**Objective One:**
Dr. Susan Bloomfield – Will lead this group
Dr. Michael Bishop
Dr. Ramalingam Saravanan
Cheryl Cato
Dr. Hye-Chung Kum
Aaron Brender

**Objective Two and Three:**
Chris Seabury – Will lead the group
Dee Childs
Sean Michaelson
Dr. Narasimha Annapareddy
Paula Sullenger
Dr. Pierce Cantrell

Josh confirmed that the next meeting will be on May 16th at 1:30pm at the Jack K. Williams Room 212.

Meeting adjourned at 2:51pm