MEETING MINUTES
RESEARCH AND DEVELOPMENT COMMITTEE

DATE: APRIL 8, 2014
TIME: 1:00 PM TO 2:30 PM
LOCATION: UNIVERSITY HALL, ROOM 244
CHAIR: MARK FAULKNER, CO-CHAIR: PAMELA BAKER
CALL TO ORDER
Mark Faulkner welcomed everyone and reviewed the agenda for the meeting.

Present: Steve Marine, Brian Verkamp, Bo Vykhovanyuk, Dama Ewbank, Mark Faulkner, Brett Harnett, John Hutton

Apologies: Pamela Baker, Matt Hartman, Shannon Funk, Kaleb Posey, Kumar Vemaganti, Aparna Sundar, Tara Smith, Misty Richmond, Kanistha Chatterjee, Jiraganya (JJ) Bhongsatiem, Charles Jake

MEETING MINUTES
Mark asked if there were any changes to the meeting minutes from the last meeting and there were none. Brett motioned to accept the minutes, Steve seconded the motion. The committee voted unanimously to accept the minutes as written.

BUSINESS
Digital Repository – Steve and Mark gave a presentation about the digital repository in which the Library, Research and UCIT are collaborating to create (slide show presentation attached). It is a next generation repository that is open source, uses a flexible platform, and is being developed in an agile environment. The repository is being marketed as a tool for prepub articles, presentations, whitepapers, news articles, images, any intellectual output of the university, not just for research. The emphasis is on re-use. A governing body may need to be created to determine what materials will be placed in the repository.

UC joined the projecthydra.org network, which is a national and international network of 22 Universities, with a governing board of the five original members. UC is contributing 3.5 FTE to the network. Funding for the repository will be submitted as part of the third century initiatives. UC is looking for approximately 15 early adopter faculty to contribute to the repository. Interested faculty should contact Ted.Baldwin@uc.edu.

Red Flag Program update – The committee reviewed the latest draft for the Red Flag Policy and the Red Flag Program. Mark asked Bo to make the program a companion document to the policy and call out the affected units in it. When this is done, Mark will take it for review and next steps to the IT Council Meeting at its May meeting.

Data Governance – This committee will begin developing Data Governance for privacy, confidentiality and compliance that fit within the Enterprise Risk Management (ERM) framework. Bo will draft a high level document and bring it back to the committee for further development and review.

Committee Membership Changes - David Linger, UCRI, will be joining the committee in May.
**ACTION ITEMS**

- Review of old action items
  - Mark Faulkner – Take the submission process to the IT Council.
  - Pamela Baker – Investigate using the ePortfolio tool in the new version of Blackboard.
- New Action Items
  - Bo Vykhovanyuk – Update the Red Flag Policy.
  - Bo Vykhovanyuk – Create a high level draft for ERM for the next committee meeting.
  - Mark Faulkner – Take the Red Flag Policy to the IT Council for review and next steps.

**ADJOURNMENT**

Meeting adjourned at 2:30 PM.