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MEETING MINUTES

RESEARCH AND DEVELOPMENT COMMITTEE

DATE: **MAY 13, 2014**
TIME: **1:00 PM TO 2:30 PM**
LOCATION: **UNIVERSITY HALL, ROOM 244**
CHAIR: **MARK FAULKNER, CO-CHAIR: PAMELA BAKER**

CALL TO ORDER

Present: Steve Marine, Brian Verkamp, Bo Vykhovanyuk, Dama Ewbank, Mark Faulkner, Brett Harnett, Jiraganya (JJ) Bhongsatiem, Matt Hartman

Apologies: Pamela Baker, Kaleb Posey, Kumar Vemaganti, Aparna Sundar, Tara Smith, Misty Richmond, Kanistha Chatterjee, Charles Jake, David Linger

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

Red Flag Program update – The committee reviewed the latest draft for the Red Flag Policy and the Red Flag Program. Mark added a section regarding UC Health data, specifically about including identifying information between customers and medical offices, such as patient care data. Mark asked the committee to review the final draft and suggest changes by the end of next week. He plans to take it to IT Council in their next meeting, May 28. Once it is finalized it will be posted on UCIT website.

The policy owners are the senior Vice Presidents, not UCIT. A Red Flag committee needs to be formed and OIS will serve on this committee. OIS needs to be notified of incidents and they will consult on security practices, but the policy owners will be the final authority for the Red Flag policy and program.

Data Governance – The Research and Development Committee will begin developing data governance for privacy, confidentiality and compliance issues that fit within the Enterprise Risk Management (ERM) framework. Having a high-quality ERM framework in place may be a factor in whether or not UC is awarded research grants in the future. Bo will draft a high level document and bring it back to the committee for further development and review.

Research Hub - A task force has been formed to create a research hub at UC, modeled after the recent eLearning ecosystem. So far they have had one meeting. The Office of Research, UCIT and UC Libraries are the three sponsors. Some of the goals for the task force will be to further develop the research directory, make recommendations for the Digital Repository, lead initiatives for high performance computing, and identify all of the tools needed within the research lifecycle. Steve will update the committee with the Research Hub's progress in future meetings.

ACTION ITEMS

- Review of old action items
 - Mark Faulkner – Take the submission process to the IT Council – In Process
 - Pamela Baker – Investigate using the ePortfolio tool in the new version of Blackboard.

- Mark Faulkner – Take the Red Flag Policy to the IT Council for review and next steps.

ADJOURNMENT

Meeting adjourned at 2:18 PM.