MEETING MINUTES
RESEARCH AND DEVELOPMENT COMMITTEE

DATE: May 12, 2015
TIME: 1:00 PM to 2:30 PM
LOCATION: UNIVERSITY HALL, ROOM 420b
CHAIR: JANE COMBS CO-CHAIR: MARK FAULKNER
Call to Order

Jane Combs welcomed the new committee members and asked for introductions.

Present: Jane Combs, Philip Taylor, Matt Hartman, Brett Harnett, Xia Wang, John Kennedy, Ted Baldwin, Bruce Burton, Kurt Roberts, Changjoo Kim, David Linger

Guests: Deb Brandenburg, Nelson Vincent, Tina Meagher, Mike Mitchum

Apologies: Richard Beck, Steven Doehler, Dama Ewbank, Mikhal Kouril, Leslie Schick, Mario Medvedovic, Michael Richardson, Larry Schartman, John Wallrodt

MEETING MINUTES

John Kennedy motioned to approve the April meeting minutes. Nelson Vincent seconded the motion. The committee accepted the minutes as written.

IT GOVERNANCE AND R&D COMMITTEE CHARGE – Nelson Vincent

Nelson reviewed the IT Governance charter and the R&D Committee charter (attached), which was developed in part from the Blue Ribbon Committee and updated recently to have more of a research focus. Tableau will be licensed for a pilot by this summer.

- Ted Baldwin later mentioned the library and Computer Science department in CEAS is teaching Tableau as part of their summer institute.

OLD BUSINESS

Echo360 Recommendation – Mike Mitchum

eLearning Committee is recommending that Echo360 become the enterprise lecture capture tool based on scalability and affordability (see attachment).

- The system being piloted has lecture capture capabilities only and the files are stored on campus (Isilon).
- The Active Learning Platform (ALP) will launch in summer and will use Amazon cloud storage.
- In addition to lecture capture, ALP provides in-depth analytics to show faculty which students are watching videos, how often they are watched, including hotspots. It also allows students to take notes embedded with the video to create a student study guide. Personal Capture would be included with ALP.
- Center for Excellence in eLearning will partner with CET&L to offer training, along with just in time video tutorials and other resources linked to the KB.
- The R&D Committee endorsed Echo360 as the enterprise lecture capture tool.

IT Architecture Principles document approval by committee – Jane Combs

- Jane Combs made a motion to approve the document, John Kennedy seconded the motion. Motion passed with one abstention, Xia Wang.
R&D Working Groups Subcommittees – Jane Combs

- R&D Working Groups/subcommittees briefly discussed
  - Emerging Trends and Technologies – Virtual Reality (VR), 3D Printing, Open Source Software Management (GitHub), etc.
    - Matt Hartman and Chris Collins met with Geoffrey Pinski, in the IPO. They discussed establishing a public GitHub repository for the University of Cincinnati, developing a process to host the university’s open source software, and make it readily available on GitHub.
    - Scholar@UC may be an option – Linda Newman is the contact
    - John Kennedy is interested in investigating using Scholar@UC for archiving old data as we convert to Catalyst.
    - Ted Baldwin and Linda will give a presentation to the committee about Scholar@UC
  - Cyberinfrastructure (UCScienceNet, HPC, resources)
    - Need to document all HPC resources on campus and identify who needs access to them.
    - Brett Harnett wants to investigate Amazon Web Services (AWS) as a scalable storage option for research data.
  - Xia Wang is going to provide feedback on Ohio Super Computer RFP from her grad students who need parallel processing power as well as high-level computing.
  - Communication, Training, Education for researchers
    - Phil Taylor is interested in using eLearning tools (Echo360) to create interesting training for researchers.
    - Working group should have researchers, Dama Ewbank, library representatives and students on it.
  - Research Data Governance and Security (joint with Information Security committee)
    - Action Item:
      - Approve working groups and volunteer - all
      - Identify and document charter for each – working group members
  - Ohio Supercomputer Center RFP – discussion (two documents distributed with Agenda)
    - Jane will reach out to Tom Beck to see if they have input and send the RFP to additional computational researchers.

NEW BUSINESS
- Security Policies – review/discussion as they relate to research (moved to June)
- Box@UC for researchers – feedback, communication needs, issues
  - Jane will bring up the training issues associated with Box at IT Council. Discussion and recommendation that Box@UC be managed as a Collaboration Tool, not just a storage option.
  - Bruce Burton will follow up with the Box@UC project team to see if UCRI staff can access Box as UC affiliates.

Update: After the meeting, Bruce Burton provided the following information:
- There are 2,336 users on Box.
- PHI has not been approved yet. Waiting on OIS for that.
- Affiliates are allowed, but not automatically. We can add their usernames to an exceptions table on request, which will then allow them to activate their account. Need to open a ticket with the Helpdesk.
- No formal training, though there are a lot of online resources, including Box training on their web site, video courses on Lynda.com, and information the local web site and UC knowledge base.

- Jane will talk to Nelson to see if Phil Taylor should attend IT Council until Bill Ball’s position has been filled as VP of Research.

- Current Enterprise Research Computing initiatives – Jane Combs
  o Big Data Regional Innovation Hubs (BD HUBS) - Eric Rozier, EECS, is leading the UC effort with Phil Taylor
  o UCScienceNet Peer Security review with University of Pittsburgh, IU Center for Cybersecurity Research
  o Proof of Concept funding research for Jon Corey, Civil and Transportation Engineering – needs database and download from BMV – with update routines. Phil Taylor will contact Jon to discuss possible Office of Research bridging funds for his initiative.

**ACTION ITEMS**

**New Action Items**

- **Mike Mitchum** – contact Kurt Roberts with more information about MediaSite being replaced by Echo360.
- **Jane Combs** – Contact Tom Beck to see if they have input and send the OSC RFP to a list of UC computational researchers who currently use OSC or other HPC resources.
- **Jane Combs** – Invite Ted Baldwin and Linda Newman to give a presentation to the committee about Scholar@UC.
- **Jane Combs** - Bring up the training issues associated with Box at IT Council.
- **Jane Combs** - Talk to Nelson to see if Phil should attend IT Council until Bill Ball’s position has been filled as VP of Research.
- **Xia Wang** - Provide Jane Combs with feedback on Ohio Super Computer RFP

**ADJOURNMENT**

Meeting adjourned at 2:32 PM.