MEETING MINUTES
RESEARCH AND DEVELOPMENT COMMITTEE

DATE: JULY 14, 2015
TIME: 1:00 PM TO 2:30 PM
LOCATION: UNIVERSITY HALL, ROOM 420b
CHAIR: JANE COMBS CO-CHAIR: TBD
CALL TO ORDER
Jane Combs welcomed the committee members and asked for introductions.


Guests: N/A

Apologies: Steven Doehler, Dama Ewbank, Mario Medvedovic, Larry Schartman, Elaine Miller, Behrad Bagheri

MEETING MINUTES
Brett Harnett motioned to approve the May meeting minutes. John Wallrodt seconded the motion. The committee accepted the minutes as written.

OLD BUSINESS
R&D Committee Working Groups/Subcommittee Discussion – Jane Combs
Discussed the four proposed subcommittees and which of the Blue Ribbon Committee-recommended topics should be addressed by each subcommittee:

• Emerging Trends and Technologies
• Cyberinfrastructure
• Communication, Training, Education
• Research Data Governance and Security

After much discussion, the committee agreed that all of the proposed subcommittees are important, however, we will focus on identifying the computational needs of researchers first and then make recommendations to meet those needs via the subcommittees.

Proposed Next Steps:

• Committee perform a needs assessment and report on researcher’s computational needs and benchmarks from other research level 1 universities.

NEW BUSINESS
Updated Research and Development Committee Membership
• The committee will be welcoming the following new committee members:
  o Dr. Elaine Miller, College of Nursing
  o Behrad Bagheri, Graduate Student, Mechanical Engineering Intelligent Maintenance System (IMS) Center
Communication of Computational Research Resources and Training opportunities – Jane Combs

• Issue: Researchers are unaware of computational research resources and training sessions that are available.
• General consensus among the group is that research faculty are reluctant to use centrally provided resources because the tools typically come with regulation and restrictions that block or slow down their research.

• Existing resources:
  o UCL training
  o Office of Research website and training opportunities
  o UCIT Research and Development Website
  o Faculty OneStop

Recommendations:

• UCIT R&D participate in new faculty orientation
• Creation of a ‘research toolkit’ which is a central resource where researchers can go to get access to tools and training
• Work with UCIT resource providers to help understand the particular needs of research faculty when developing a service.

**Action Items**

**New Action Items**

• **Jane Combs** – request Jane Strasser present information about Research Hub at next committee meeting.
• **Jane Combs/Phil Taylor/Leslie Shick** – identify how UCIT R&D can communicate available computational research resources at New Faculty Orientation.
• **Jane Combs** - Vacant co-chair to be replaced with research faculty recommended by Faculty Senate or IT Council
• **Jane Combs** - Vacant undergraduate student position to be filled with recommendation by Student Government

**Adjournment**

Meeting adjourned at 2:30 PM.