Research & Development Committee

Meeting Minutes

Date: Tuesday, November 14, 2017
Time: 1:00 PM - 2:30 PM
Location: University Hall, Room 420


Apologies: Jane Combs, Abdulaziz Bahha, Ted Baldwin, Tiffany Grant, John Kennedy, Michal Kouril, Chris Noel, Michael Richardson

1. Review and Approve Meeting Minutes
   a. Phil Taylor moved to approve the minutes, Chris Collins seconded the motion. The minutes were unanimously approved.

2. IT Foundational Infrastructure Capital Funding Update (Bruce Burton-tentative)
   a. On October 24th, they presented to the Board of Trustees. They approved the $23 million infrastructure upgrade. This will be an 18 month (tentative) project with 4 different steps. Every closet location at UC will be visited and updated. All new switches will be installed, phones will be upgraded to VOIP (PBX is 20+ years old), and all wireless routers will be replaced. UPS (Uninterrupted Power Supplies) will be installed on all equipment. They are hoping to kick off the project in December starting with the dorms. Funding has been approved but it hasn’t yet been transferred to UCIT accounts. The project is in a pending state waiting to figure out how and when it will be funded. More updates to come.
      i. Note: The switches need to be replaced before the new phones can be installed. The whole network will be entirely Cisco based.
   b. Not related to this project, Bruce Burton gave an update in the IT Managers meeting in November. Diana Noelcke was in contact with Verizon and AT&T about coming and building the wireless network throughout this side of campus. Verizon has agreed with no cost to the university to expand our wireless capabilities. 5 buildings will receive cell towers on East Campus.
   c. Chrissy Harris will reach out to Bruce Burton to request him to attend the December meeting to give an update on the project.

3. Indiana University Trip Updates (Phil Taylor)
   a. There is no update. Phil Taylor mentioned that IU would be happy to come to campus to hold a workshop once UC identifies what they are
going to do. UC is not submitting a NSF this year because a proposal was not created in time.

4. **IT Research Technologies & Services Survey (Jane Combs)**
   a. An easy to read draft of the IT Research Technologies & Services Survey was distributed to the committee. The survey will appear more user friendly when distributed through Qualtrics. The survey’s target audience are researchers from all across campus, various colleges and areas of research. The purpose of this survey is understand how the researchers are using various research commuting IT research services, so we can better access what we are providing, what the needs are and where there are gaps.
   b. Below is the feedback directly from the meeting:
      i. Survey is long
      ii. Open ended questions are difficult for coding when analyzing the data
      iii. If the survey remains this long, there should be an incentive to complete the survey (Annette Ready mentioned the group was waiting to hear about the budget)
      iv. How is this going to be targeted? Are there going to people that are excluded from the distributing of the survey? – Recommendation to survey all faculty, (not just select groups) research associates and grad students included.
      v. The group should look into how to target the grad students and PI population
      vi. Data sharing was not mentioned in the survey – how are these teams and collaborators sharing in real time? Does everyone have access to it?
      vii. Chris Collins is going to look at the survey sent out last year by R&D and the library to compare the questions asked and who it was distributed to.
      viii. Brett Kottmann mentioned there was a conversation in the last meeting about having a different focus for the survey, to make it shorter and send a survey out every other semester.
      ix. The committee identified the research engine of UC are the graduate students, the PIs, and post op students. There were suggestions to meet with John Mack on how to communicate to those grad students and the Provost office for points of contacts as well. Some of the feedback from the researchers is to more closely align what UC is doing in IT to what they are try to accomplish with their research.
      x. Note: Kurt Roberts mentioned once the survey is finalized he will distribute it to environmental health to ensure responses from that group.
   c. The committee felt they needed more time to review and form feedback on the survey due to how critical this survey will be in gathering data. If any members have feedback on the draft survey, please send it to Chrissy Harris. She will put all the feedback together into one document. Annette Ready will follow up with Jane Combs and they will get a meeting together to discuss the survey. If any members are interested in attending the meeting, please let Chrissy know.

5. **Smart Regions Conference (Brett Harnett and Annette Ready)**
   a. The first Smart Regions Conference in the US was held Oct 24th - Oct 25th at Northern Kentucky University. There are several Startups that are pushing to make Cincinnati a ‘Smart Region’. Pat Limbach, Vice President for Office of Research, and Nelson Vincent, VP and CIO for Information Technology were in attendance.
   b. There was a lot of conversation about how to monetize the assets and infrastructure that is already there, but has not yet been put to commercialization. There was also conversation surrounding transportation. The city has built an app for transportation that will simplify moving between types of transportation offered (buses, street car, uber, etc.). Gary Black, the city manager, announced that it will be released soon. There was not much discussion about healthcare or education.

   a. During their last meeting, the group helped review the survey and received similar feedback that the R&D Committee gave today. They had a conversation about creating a different focus for the
survey, to potentially make the surveys shorter concentrated on specific areas and send out a survey every other semester.

7. Review and Approve Updated Charter (attached)
   a. R&D Charter Revised Charter
      i. Brett Harnett moved to approve the charter, Chis Collins seconded the motion. The motion was approved with 8 votes in favor and 1 abstained.
   b. President Pinto’s Strategic Direction

8. HPC Update
   a. CCHMC is continuing to be discussed to make High Performance Computing happen for UC. The committee thinks it would be worthwhile for Children’s to come talk to us. Brett sent an email to the CTO, but he was unable to attend this month’s meeting. He will follow up with him after the first of the year. It is a huge investment for UC to try to run its own HPC center, particularly with staffing and required upgrade of hardware. It would be a win-win for Children’s to partner with UC. FY19 budget conversations are coming soon, they will be moved up to February.

9. IT@UC Bylaws Approved by IT Council
   a. Link to Bylaws

    a. Approved Policies
    b. Chris Collins has feedback regarding the policies and will send it to Bo Vykhovanyuk and Lorre Ratley.

11. Other Updates
    a. Brett Harnett gives kudos to OIS for the successful implementation of Duo, for two-factored authentication.

12. Adjourn @ 1:48pm