

## Research Computing Subcommittee

### Minutes – October 18, 2005

**Meeting location:** Portneuf Room, SUB, at 1:30pm

**Members Present:** James Bigelow (Pharmacy), Vitit Kantabutra (Engineering), Cyndy Kelchner (IRH), Ben Nickell (Mathematics), Mark Norviel for Randy Gaines (IT Services)

1. Minutes from last meeting in July discussed. Action items have not yet been done.
2. Survey results for research computing users
  - a. Individual follow up with non-respondents:  
Agreed to defer this phase. Response rate of 30 out of 80 is pretty good, so we should have enough data to start with. Suggestion was made to recast some questions into a shorter survey in future to get more participation.
  - b. How to collate and interpret responses  
Nickell to finish compiling responses to each question and make this available online for committee's access. Kelchner to assign 2 of the 18 questions to each committee member for analysis. Each member to summarize responses to those 2 questions as they see fit (bullet points, summary paragraph, categories, numbers, etc.) for discussion at the next meeting.
3. Departmental survey of resources for research computing  
Concern expressed that this survey is too hard. Kelchner to follow up with Easterly regarding response rate so far. We may need to look at other means of gathering this information, such as taking the survey directly to departmental faculty meetings or creating a simple checklist of possible resources.
4. Committee membership
  - a. Maximum committee size
  - b. Representation of Research Centers / Institutes
  - c. How to appoint new/additional members
  - d. Reassessing current membership – options, timeframe

Need to develop membership guidelines for this committee, in conjunction with a mission. Once these are agreed upon, we need to reorganize the current membership to follow the guidelines and increase the committee's effectiveness and member participation. Bigelow to draft a mission. Kelchner to draft membership guidelines based on today's discussion. Both will be discussed and refined at the next meeting.

Summary of discussion: Committee was originally formed with representation from colleges plus IT Services and Office of Research. This no longer seems appropriate for the work of this particular committee. Instead, our membership might include active big research computing users who drive the need for hardware/networking, smaller users (or representatives of types of users) whose needs might include software/support/expertise, and administrative representatives such as IT Services and Office of Research. Representatives

from individual Research Centers / Institutes may fall into either user category, or they may be represented by a member from the Office of Research. The committee size should be limited to 7-10 members, to ensure that it functions effectively. Critical to membership is interest in and enthusiasm for improving the research computing infrastructure and potential collaborations across ISU, and time to commit to this committee.

5. Summary of action items

Nickell to finish compiling responses to survey questions.

Kelchner to assign 2 questions to each committee member.

**Each member** to summarize/analyze responses to their 2 questions.

Bigelow to draft a mission.

Kelchner to draft membership guidelines.

6. Next meeting

Week of November 14, exact date/time to be determined.