Matters Discussed

1.1 Welcome and apologies
1.1.1 The Chair welcomed colleagues to the meeting.
1.1.2 Apologies were noted.

1.2 Scope of RSIIG
1.2.1 GM explained the scope of RSIIG, a forum to discuss the academic requirements of Research IT Services and the overall strategy for HPC. Commodity IT services and requirements, such as basic networking, Desktop and the Services desk, would not be covered by this group.
1.3  Terms of Reference
1.3.1  The terms of reference were agreed. It was suggested that membership to RSIIG be extended to Professor David Hawkes, Computer Science and it was discussed whether membership be extended to UCL partners.

DECISION: Membership to be reviewed as a standing agenda item.

1.4  Meeting Times and Frequency
1.4.1  The following dates and times for future meetings were agreed:
   - 24\textsuperscript{th} January 2012, 2.30pm to 4pm
   - 18\textsuperscript{th} April 2012, 2pm to 3.30pm
   - 2\textsuperscript{nd} July 2012, 10.30am to 12noon
   - 20\textsuperscript{th} November 2012, 2pm to 3.30pm

1.5  Working Groups
1.5.1  CG suggested working groups were required to convene, in order to discuss specific details, report to and provide comments and suggestions on policy, strategy and priority to the RSIIG. Working groups would also pose questions as to research communities and report findings. The following working groups were agreed:
   - Researcher Applications Working Group
   - Research Management Tools Working Group
   - Research Computing Platforms
   - Research Data

1.5.2  GM explained the project bidding system in IS, a mechanism for staffing resource budget would be incorporated at the application stage of each project bid. DP suggested that project bid applications are catagorised and working groups be created to recommend on the priority, scope and requirements for these ebids, as above. The following working groups were agreed:
   - Research Management Tools e.g. services used by VP Office Research and other senior managers.
   - Researcher Applications e.g. services used by Principle Investigators and UCL Researchers.

JP suggested that bids be aligned, for instance network bids are aligned with schools equipment bid. AGREED
1.6 ISD Funding and Capital Spend
1.6.1 GM presented ISD Funding and Capital spends in detail, project bids can be made quarterly, with a full review and budget annually and decisions for the 2012/2013 allocation are required by April 2012. GM explained that the number of concurrent projects ISD could work on was typically restricted by:

1) Capital Funding
2) The number of managerial staff and project managers

JB enquired as to the actual cost of spending the allocated budget. **ACTION: GM** – to investigate and report back

1.7 ‘Straw man’ Programme Proposals
1.7.1 GM presented programme proposal for Research Applications which highlighted IRIS phase 3 to incorporate EDRM, upgrading of research publications service to REF Submission Service.

1.7.2 GM presented the programme proposal for Research Data and Research Network Services driven by all of the new rules of funding councils for research that stipulates the sharing of research data and information, and the setting of dates by research councils to expose data for sharing. The Research Data and Research Network service would permit researchers to share data and information and is now underpinned by a permanent organisation headed by Max Wilkinson.

1.7.3 GM presented programme proposal for Research Computing which illustrated the extension of the current Legion service. DP emphasised the need to develop an effective strategy for each domain (1.7.1, 1.7.2, 1.7.3). The new Scientific software development service was presented. JBr suggested a secondment scheme to move this area forward. **ACTION: CG** – to investigate and establish a community in this area.

1.8 SE HPC Consortium and off site Data Storage
1.8.1 GM explained that the SE HPC Consortium is to create a regional joint HPC for shared facilities which would attract Government funding. Allocation of resource to a regional HPC as compared to a UCL owned HPC was discussed, as well as how much of a UCL owned HPC should be incorporated to an off site data centre. It was agreed that these queries be discussed by the Resource Allocation Working Group. **ACTION: CG** – to extend membership to Resource Allocation Working Group to Professor John Butterworth.
1.9 Government Funding and Strategic Challenges

1.9.1 It was agreed that a “Plan B” strategy was required for UCL in order to respond to potential money that may become available from the Government (short term cash drops) regards Research HPC. It was suggested that accelerated bids be implemented for this as well as liaising with other institutes such as Kings in the areas of HPC. **ACTION: JP and PC**

**strategic challenge - to devise strategy as to how UCL can liaise with Kings re HPC**

1.10 Approval of the ISD “Straw man” programme of work for 2011/12

1.10.1 After presenting the “Straw man” programme of work in full to the RIISG member GM requested formal approval from members for the programme of work. The members agreed. **APPROVED**

2. Action Points

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<td>3</td>
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<td>Resource Allocation Working Group – Extend membership to Jon Butterworth</td>
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<td>JP &amp; PC</td>
<td>Strategic Challenge - Devise liaison strategy between UCL &amp; Kings</td>
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3. Next Meeting

3.1 24th January 2012, 2.30pm to 4pm, 2 Taviton St, Ground Floor Meeting Room.

Rabina Choudhry, Information Systems Administration.