

RESEARCH IT EXECUTIVE (RITE)

Minutes

Wednesday 22 October 2014, 12.30pm-2.30pm

Ground Floor Meeting Room, 2 Taviton Street

Chair:

David Price [DP]

Present:

John Brodholt [JB]; Andrew Clark [AC]; Anthony Finkelstein [AF]; Clare Gryce [CG]; Graham Hunt [GH]; Sinead Kennedy [SK]; Gavin McLachlan [GM]; Martin Moyle [MM] – *dep for PA*; Max Wilkinson [MW]

Apologies:

Paul Ayris [PA]

In attendance:

Corrinne Frazzoni [CF] (Minutes)

Minutes

1. Approval of Minutes of previous meeting and matters arising [Chair]

The minutes of the previous meeting held on 21st May 2014 were approved.
The Action Points from the previous meeting were reviewed and amended as per the attached Action Sheet.

2. IT Governance [GM]

GM presented an updated overview of the Research IT Governance structure and groups.

Discussion of membership:

- Attendance issues due to time constraints on members
- Difficult decisions coming up
- Strategic input and high-level, engaged stakeholders needed
- A need to maintain momentum

3. Research whitepaper aligned with UCL 2034 (2015/16 after REF) [Chair]

DP gave a short presentation on new research strategy being developed within VP Research, to be revised post-REF.

Key points

- Re-frame in 2015, to include ISD, Library and Professional Services.
- AC to liaise with ISD to ensure strategy going forward.
- Strong links to partners and sector-wide
- Work with competitors

4. Reports from the Chairs

The Chairs of the Governance sub-groups presented brief highlights of current work.

Matters raised:

- Next Legion phase and on-costs of offsite datacenter
 - Estates process vs finding a business case to underpin costing as overhead
 - Long-term risks

Action: CG to look at clarifying process and constructing business case

5. Budgets allocation: budget & compliance risk with LAMIS [GM/GH]

GM and GH presented the budget, scope and stats for LAMIS 14/15/16

Matters raised:

- Who bears the cost of ensuring compliance, given that there is a mandatory legal requirement for compliance by users?

Action: The Executive agreed to suggest additional budget for LAMIS at the next RIISG.

6. HPC strategy and service strategy

HPC and Capital Investment strategy

Scalable facilities

- Capability to absorb grant income
- Pricing framework

Succession plan

- Legion and new facility
- Reliable budget forecasting needed
- Hosting options
- Dual-facility model?

Governance oversight of large-scale strategic Consortia

Major HPC Refresh Project

FY 15/16 Budget = £1,500,000 (may include other RC initiatives, and DC or network capital work)

- 14/15: £525k
- 15/16: £1.5m

Objectives

- Establish new scalable (offsite) facility
- De-commission old technology
- Replace Cfl services as needed
- Maintain overall capacity

Status

- Start-up
- Project Board representative from SLMS TBC

Service Wrap Strategy

Increase capacity for collaboration/R&D

- Efficient and flexible working practises
- Automation

Continual improvement of support processes

- Online
- Drop-ins
- Facilitation

Training: capacity and capability

- New courses
- New delivery methods

Maximise UCL use of national/intl. facilities

Promote end-to-end use of RITS services

Matters raised:

- More promotion needed
- Good engagement needed cross-faculty and institute-wide

7. Research IT Department futures – paper (GM)

GM presented a paper on the background, challenges and staff changes to Research IT Services and Research Platforms over the past two years and for the coming year.

8. Research IT Applications Strategy [GH]

GH presented an update on Research IT Applications Strategy, services and projects for 14/15.

9. AOB

There was no other business.

10. Next meeting

The next RITE meeting will be held on Monday 19th January 2015 from 2pm-4pm.

List of Current Actions

Closed (shaded) actions will be deleted after one meeting.

No	Meeting Date	Minute item	Owner	Action	Status	Notes
4.	9.1.14	2.1	GM	SLMS Facilitation & Communication: Draft facilitation & communications document for SLMS Faculty Deans	Ongoing	Need to consider e-health plans 21/05/14 DP has written to John Tooke. At least one Dean is needed per faculty
5.	9.1.14	2.1	DP/JS	Joint academic & e-infrastructure Partnership and Collaborations: Further meeting with MC to deal with the FARR/CHAPTER spend.	Ongoing	31.3.14 Update: GM preparing doc for MRC. ISD plan to hire PM for this but no money so letter to be sent to MRC. DP to meet with GM, David Lomas, Mike Cope & Sammy Massiah to discuss structure of grant.
8.	9.1.14	4.1	GM/C G	Chair rotation of Working Groups: A timetable to be proposed with 3 year cycle.	Ongoing	Add timetable to TORs
11.	21.05.14	3	GM PA	Research IT draft proposed programme of work for FY 2014/15 <u>LAMIS:</u> RITE to request an additional contribution of £100k from Biological Services <u>UCL Research Data Management Coordinator:</u> Chair asked PA to prepare paper outlining vision and continuity of services	Ongoing	
12.	21.05.14	4	JB	Datacentre governance: JB agreed to represent the group at the new Data Centre Working Group	Closed	Completed
13.	21.05.14	5	CG	RCGG membership: CG to consider the development of an RC 'roadmap'	Ongoing	Concern had been expressed about depletion of interest among RCGG members. Suitable SLMS members needed to reinforce the membership and engage medics in discussions re HPC and new money.
14.	22.10.14	4	CG	Next Legion phase and on-costs of offsite datacenter: look at clarifying process and constructing business case	New action	
15.	22.10.14	5	GM	The Executive agreed to suggest additional budget for LAMIS at next RIISG.	New action	

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