

La Trobe University

Research Computing Advisory Committee

Notes of Meeting held on Wednesday 19th August, 2009 at 2:00pm

	Agenda item	Action
1.0	<u>Procedural Matters</u>	
1.1	<u>Attendance:</u>	
	Dr Mark Kosten, Rob Cook, Geoff Payne, Prof Tim Brown, Prof Zahirul Hoque, Prof Paul Fisher, Ric Phillips	
2.0	<u>Apologies:</u>	
	Prof Annette Street, Prof Marilyn Lake	
3.0	<u>Approval of</u>	
	<u>Minutes:</u>	
	The minutes from the last meeting were approved	
4.0	<u>Open</u>	
	<u>Issues:</u>	
4.a	<u>Refinement of Information Policy</u>	
	Ric Phillips, Information Architect, explained how the Information Policy has now been accepted following the code of conduct requirements.	
	<u>Research Data Management Plan (DMP)</u>	
	DMP is a tool to help researchers comply with the Information Policy. The scope of the policy is the custodianship of data for its future value; the creation of good data management practices. As a support document for the information policy it outlines what DMPs are intended to do and gives examples of templates. Once in place the DMP can aid the operational processes for Research projects, be useful for induction and training purposes and can protect against data related risks. Ric confirmed that 'Research Data' does not include primary materials such as photos or core samples.	E-Res office and ICT to run workshops before the end of 2009 to discuss with members of the research community and library staff the implications of the Policy and to decide on procedures and templates. Draft procedure to go to RGSC in March 2010
4.b	<u>Data classification survey</u>	
	Hitachi Data Systems undertook a survey to see how data is managed throughout the University. A workshop was held with 20 researchers and then follow up interviews conducted. From these interviews a report was published summarizing the information gathered; it showed that data is being stored in various formats and conditions. There is a strong need for central data storage and Researchers are willing to use this central service if they are confident that it will be managed properly and that there will be easy access.	

5.0

New Business:

5.a Research Data Store (RDS) conditions of use:
Ric Phillips explained that the RDS is available to all researchers. It is still in a pilot phase but a document is required to outline conditions of use in able to encourage good data management practices. It was agreed that there is a strong demand for a free, secure, easily accessible storage environment. Ric mentioned how the RDS Service is subject to a statute re 'Use of University Computer Facilities'. In response to Paul Fisher's question about how this relates to the Data Management Plan, Ric stated that the RDS does not replace immediate backup of data, it is just a basic storage resource to help with data management. Mark Kosten clarified that, at present, this is not an archiving/repository system, it may become part of the DMP infrastructure as it grows. Ric commented that in the future there will also need to be an interface for Online Data Management. Tim Brown stressed that there must be an alignment between this RDS document and the DMP. Rob Cook said that a comment must be added to this document to state that it is in accordance with the relevant statute. It was agreed that further discussion is needed over the Unit of management used and whether this should be the project or the individual. Geoff Payne stressed the need to reserve space on the RDS for important projects that happen on the spur of the moment.

Ric Phillips to add comment to this document to state that it is in accordance with the relevant statute.

Meeting to be arranged between Ric Phillips, Paul Fisher and Mark Kosten to discuss whether the Unit of management used should be the project or the individual.

5.b eResearch Office external Review
Mark Kosten explained how the eResearch office was established for a period of 3 years which will come to an end in April 2010. The Vice-Chancellor has decided that a review of the functions of the office is needed and 2 external parties; Leon Sterling, Director of eResearch at University of Melbourne and Alan McMeekin, Executive Director, ITS at Monash University, have been asked to report back to Tim Brown by October.

5.c Victorian Life Science Computation Initiative (VLSCI) submissions and ongoing input:
Mark Kosten brought attention to the VLSCI business plan and the significant role that LTU plays in this initiative. The VLSCI is essential for future research using computational biology and bioinformatics. He mentioned that Liam O'Connor is already on the steering committee for VLSCI so LTU has a direct Representation into this project.

5.d	<u>Research IT infrastructure/Faculty 2010 budget process:</u> Mark Kosten approached the faculties and the library early in the year to ask for any IT infrastructure requirements; the business cases produced by the eResearch office were a result of the feedback. These projects will mostly be extensions of what the eResearch Office is doing in conjunction with ICT during 2009; High Performance Computing services, Research Data Storage, Collaboration Tools and Visualization Laboratories – all basic services for modern day research.	
5.e	<u>Super Science funds – engagement with NCRIS/ARCS/ANDS/ VPAC/VerSI:</u> Mark Kosten stated how all these bodies have become significant repositories of funds (ANDS have \$50 million to spend and will be looking to spend it within the next 12 months.) Obviously it is in LTU’s interest to be involved with these bodies. Rob Cook mentioned that it may be useful to have a table of how all these groups fit together.	Rob Cook to provide eResearch office with a reference table.
5.f	<u>Survey software for research use:</u> Tim Brown stated that RGSC need to make a decision on what survey software researchers should be using ASAP. Mark Kosten stressed the importance of standard software for all researchers, their use is often ad hoc and therefore software that requires in depth training may not be appropriate for their needs.	Mark Kosten to organize a meeting with Paul Whittingham before RGSC meets next week to discuss the available survey software.
6.0	<u>For information:</u>	
6.a	<u>eResearch grants 2009 underway:</u> There have been 22 applications received (5 more than last year) from all areas of research. The committee will be meeting this Friday to decide on the successful applications.	
6.b	<u>VPAC/HPC usage:</u> Mark Kosten stated that VPAC usage has been steady but HPC usage has dramatically increased over the past few months which shows that Research Computation is growing at LTU. Access to the HPC is very straight forward and VPAC are the primary support people. If AD(R) s require software that isn’t already on the cluster please contact Mark.	
7.0	<u>Next Meeting:</u> Wednesday 4 th November 2009 at 2pm	