

1. CREATION OF A RESEARCH COMPUTING ADVISORY COMMITTEE

A Research Computing Advisory Committee is required to provide a forum for research computing needs and information management, including data storage and curation. The committee membership will comprise Director, e-Research (Chair of the committee), University Librarian or nominee, CIO or nominee and Associate Deans (Research) or nominee from each Faculty.

This committee is part of an overall e-Research strategy, which is currently under development by the DVC (Research) and Director, e-Research. The primary objective of e-Research is that researchers will be able to access data, instruments, and computing capability, and to collaborate with each other, through advanced ICT, enabling them to engage readily in collaborative research and contribute significantly to the solution of major national and international research challenges.¹

2. RELATIONSHIP OF RESEARCH COMPUTING ADVISORY COMMITTEE, DVC (RESEARCH) AND E-RESEARCH OFFICE

The Director of the e-Research Office will report to the DVC (Research).

The Office will also be part of the Innovation and Knowledge Transfer Division, based at the Research Park, with direct links to ICT. Most of the staff and resources in the Office have been created by transfer from ICT. Further information about the Office will be available soon. See Figure 1 for more information.

3. TERMS OF REFERENCE FOR THE RESEARCH COMPUTING ADVISORY COMMITTEE

3.1 PURPOSE

- The Committee will be an advisory committee to the DVC (Research) with the primary role of advising the DVC (Research) on high level computing requirements and to help in the dissemination of information on what resources and support are available.
- The committee will promote e-research in the University and aim to increase the profile of research computing and e-research methods in the University.
- The Committee will provide a forum for consideration of requests for significant and/or unusual data storage, networking, computing and curation, discovery and access requirements in the research area. Desktop requirements (software, hardware, support) and administrative computing will normally not be covered. Any staff member can submit an application (forms to aid in applying will be available).
- The Committee will provide a forum for information gathering and exchange amongst all the parties. It will
 - Provide information to the Faculties about central and external computing facilities the University has access to.
 - Provide information to the central service areas regarding research ICT and reference needs.
- The Committee will provide advice and feedback to the Director, e-Research on policy and processes for e-research and advice and feedback to the University Librarian on information

¹ Dr M. A. Sargent, Chair, eResearch Coordinating Committee, DEST.

curation, discovery and access. It will also guide the CIO on future system and network requirements for research.

3.2 MEMBERSHIP

- The Committee will be comprised of
Director, e-Research (chair of the committee)
CIO or nominee
University Librarian or nominee
Associate Deans (Research)/or equivalent or nominee from each Faculty
- Members represent each area and feedback into the area will be an important task.
- The relationship amongst the members and their representation is diagrammatically shown below.

3.3 SCOPE OF ACTIVITY

- Members will decide whether specific requests for computer facilities and services should fall into standard provisions from central ICT, Faculty or Library areas. Standard provisions will be dealt with by normal operating processes and referred to the specific service area.
- Extra-ordinary requests for research computing resources and services will be either (1) rejected, (2) referred back to the applicant for creation of a formal business or value case, (3) accepted if a sufficient case has been made or (4) deferred until further information is received.
- Committee decisions in deadlock will be forwarded to the DVC (Research) to resolve.
- As the committee can only advise, all requests for resources will forwarded to the DVC (Research) and/or directly to the respective service areas and actioned in the normal manner, which may require funding requests, further information for project management and prioritisation.
- The Committee will meet every three months before the ICT PC.
- Promote e-Research and associated policies in the La Trobe research community.
- Figure 2 outlines the channels of advice and information flow and the output from the committee, in a summarised and diagrammatic form.

3.4 REPORTING

- The Committee will report, through the minutes and via the Chair, to the DVC (Research) after each meeting. Minutes will be distributed to the Deans, CIO and University Librarian (in addition in case of nominees). The RCAC will, via the DVC (Research), feed into the ICT Policy Committee (Figure 3).

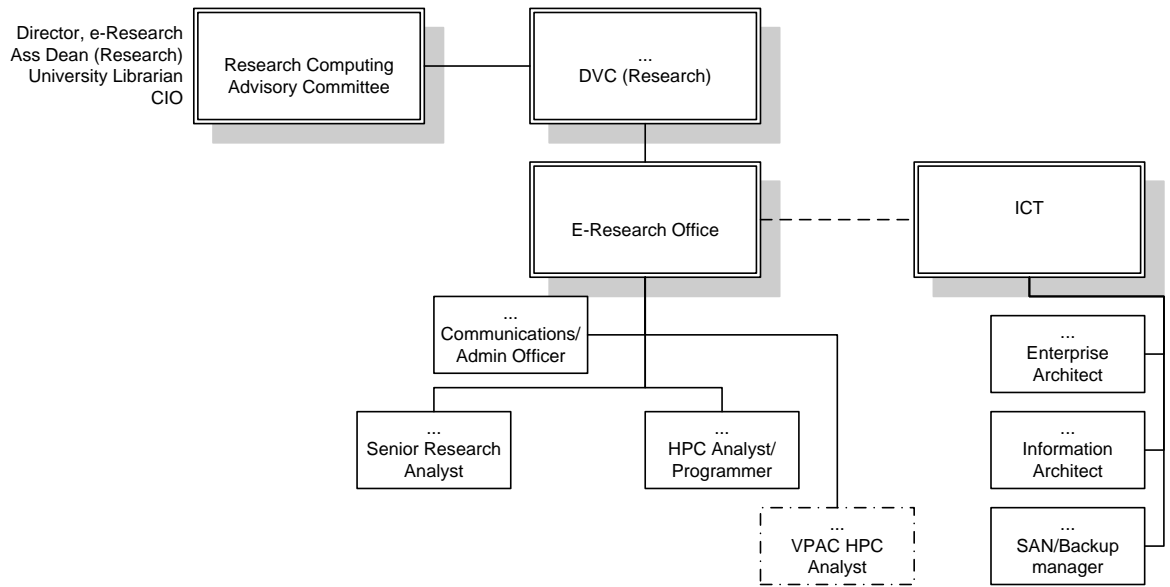


Figure 1 Structure of e-Research Office

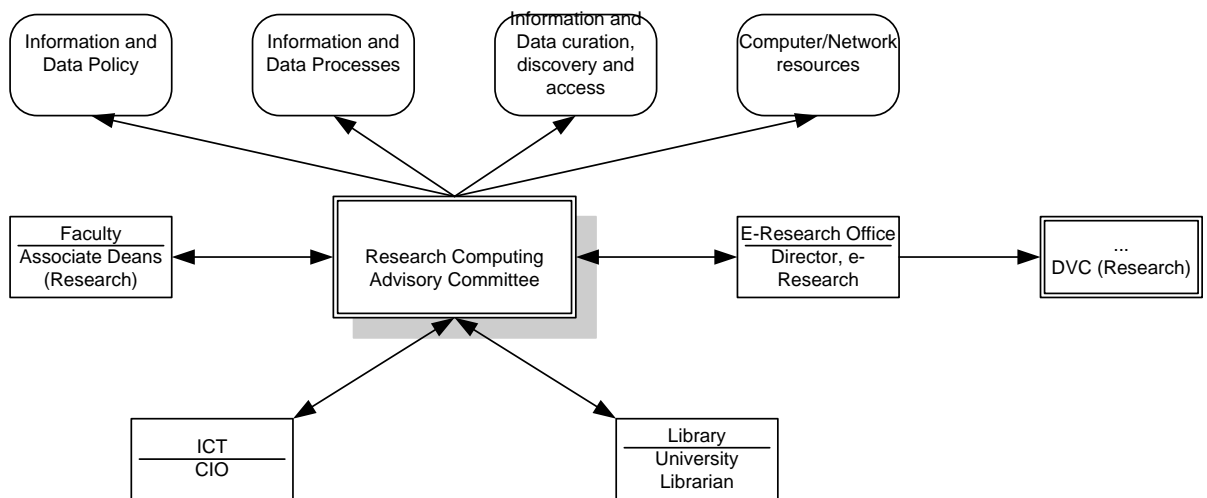
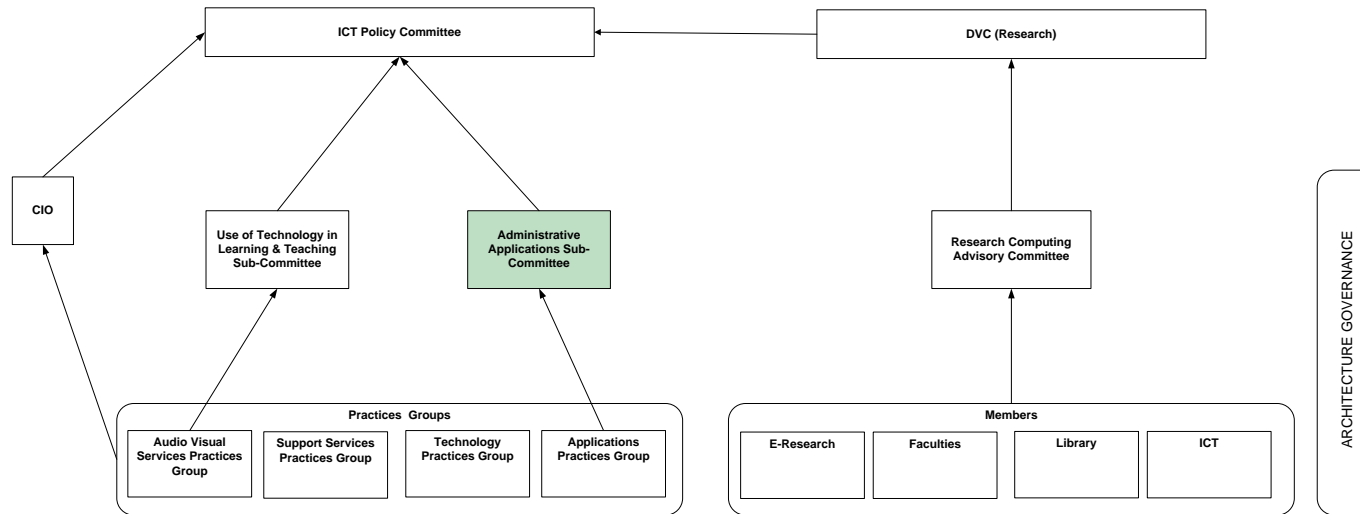


Figure 2 Inputs and outputs of the RCAC



Architecture Governance incorporates Architecture Team and Architecture Review Board

The Architecture Team is responsible for facilitating the enterprise architecture process, creating and maintaining deliverables, communicating architecture standards to all interested parties, and reviewing technology projects for compliance to the architecture.

The Architecture Review Board is a board to oversee the implementation of the governance strategy and adjudicate as part of the appeals process.

The Use of Technology in Learning & Teaching Sub-committee is a sub-committee of ICT Policy Committee with the responsibility of recommending initiatives to the ICT Policy Committee in the field of Teaching & Learning.

Practices Groups consist of subject area experts and advise on appropriate solutions to University technology, applications and AVS

The *Research Computing Advisory Committee* has the primary role of advising the DVC (Research) on high level computing requirements and to help in the dissemination of information on what resources and support are available.

The *Administrative Computing Sub-Committee* is a sub-committee of the ICT Policy Committee with the responsibility of recommending initiatives to the ICT Policy Committee in the field of Administrative Computing Applications.

Figure 3 Relationship of RCAC to ICTPC