

Minutes of ITSC conference call 21 October 2005

Participants: Jacobo Bielak, Laura Lowes, Lelli Van Den Einde, Shannon Whitmore, Anke Kamrath, Jason Hanley, Chris Stanton, Jerome Hajjar, Dan Wilson, Sri Sritharan, Manuel Vigil, John Bobbitt, Andrei Reinhorn, Kim Misch (for Richard Pickings), Cliff Roblee, Loraine Hwang

Jacobo Bielak – Introduction. Reminder of committee charge as distributed by Cliff Roblee (10/4/2005 e-mail). Issues to address during this call are related to December ITSC meeting:

1. What are the topics to address during the December meeting?
2. The agenda for the December meeting includes presentations by NEESit. What questions and issues should we ask NEESit to address during their presentation?
3. What should be our outcomes from the December meeting?

The theme of the board meeting in February is IT; thus, the board is looking forward to having recommendations from ITSC to discuss at that meeting.

Chris Stanton – Issues to address at December meeting include development of tools for data handling, integration with third party applications, site specifications and migration / integration protocols, etc.

Jerome Hajjar – Reminder that the committee was given 5 tasks. Would like to see 1) a roadmap from Lilli Van Den Einde, Shannon Whitmore and Anke Kamrath (NEESit) including accomplishments and future activities, 2) budget for FY07, ...

Cliff Roblee – FY07 starts in March. NEESit develops plan in March 2006, near final recommendations to board at June 2006 meeting. Approval by August 2006.

Anke Kamrath – NEESit would like to present accomplishments as well as a roadmap. Site visit for NEESit is in late February. NEESit would like to get candid feedback from ITSC to prepare for site visit. Specifically, NEESit is looking to the ITSC to advise on PRIORITIES for activities. NEESit would like to have a formal statement of priorities to use in responding to site visit team as well as user base.

Jacobo Bielak – Discussions with researchers indicates that handling data should be a very high priority.

Anke Kamrath – Road map for data is currently being developed but similar roadmaps are required for simulation, hybrid testing, etc. Annual meeting is a good opportunity to get feedback on roadmaps and on a formal list of priorities.

Lelli Van Den Einde – Note that feedback has been solicited via surveys, but this is very focused.

Shannon Whitmore – NEESit started with the goal of having researchers go to the site and use NEES pop. However, this does not seem to be happening. Would like to get input from non-site users on how to facilitate use of software and access of NEESit tools.

Andrei Reinhorn – At the December meeting, he would like to learn what tools are available and discuss what should be the priorities of the tool development. This touches on archiving, simulation, etc. Currently, some tools are available for end of the process but not the beginning.

Lelli Van Den Einde – Should discuss flow of tool development. For example, NEESit has a reasonably well-defined vision of the data archiving roadmap. This requires a number of interfaces: librarian, research who inputs data, user who reviews data.

Andrei Reinhorn – Issue of developing an electronic journal. This is an important issue to enable data sharing. This should be revisited and included in the agenda for the December meeting. We should revisit the charges that we had in the data sharing and archiving committee to make sure that charges have not been dropped now that the data archiving and sharing committee has been incorporated in NEESit. (Note: Cliff Roblee will send these charges to committee members).

Cliff Roblee – Did not mean to leave anything out of the charges. If changes to the ITSC charges need to be made, changes need to be submitted to the board. However, the ITSC charges are sufficiently broad that they include the charges of the previous data archiving / sharing committee.

Jason Hanley and Chris Stanton – There are IT people doing work at the equipment sites. (Jason Hanley has developed software for viewing data. Chris Stanton has developed software to enable capturing image data). Would like to see a policy that encourages individuals at sites to develop tools that can be used by all and incorporated by NEESit.

Anke Kamrath – The original vision was that the IT people at sites could be a work force that supports everyone. NEESit services training class to help with this effort.

Shannon Whitmore – software development process – First, the software specifications are vetted with community via WebX and as code is implemented, list of beta-testers.

Andrei Reinhorn – Vision that NEESit and IT at sites be one unit so that there is a common vision.

Chris Stanton – Concern about NEESit and site IT being viewed as one unit. If site IT are spending too much time developing products that are of benefit to NEESit rather than the site, there is the issue of who funds this work and time availability. Would like to see a statement from the ITSC that site IT personnel should support NEESit tool development.

Jacobo Bielak – May be possible to provide additional funding to site, and site IT, to support development of NEESit tools.

Cliff Roblee – Sites are funded for 50% use but IT personnel are funded at 100%. Thus, there is an expectation that the site IT personnel will be devoting 50% of their time to support development of NEESit tools.

Sri Sritharan – Issue of user input: during the last annual meeting, users provided substantial input. Sri would like to see these notes distributed to the ITSC.

Shannon Whitmore – We have results of all surveys, polls, group meetings, etc. (Note: Shannon Whitmore will distribute these data).

Lelli Van Den Einde – All of the information from users has been incorporated in the roadmap. However, we would like to see ITSC provide guidance on roadmap as well.

Jerome Hajjar – Could we circulate a “roadmap” before the December meeting. This should be a roadmap of high-level priorities.

Anke Kamrath – We’ve developed a data handling roadmap that we can distribute.

Jacobo Bielak – Good to have a draft / straw-man document of high-level roadmap, beyond data handling.

Shannon Whitmore - User requirements. We’ve been getting user requirements from sites that are 1-2 year term efforts. However, we need to get feedback and have guidance on activities that are further in the future. Data handling efforts have focused on data authors so far. However, how do we make data useful to other users? How do we get this input into the development process?

Cliff Roblee – A potential ITSC activity is to develop “use case scenarios”.

Jacobo Bielak – Should not lose sight of implementation. How do we test tools and get feedback from users to complete the development process.

Cliff Roblee and Jacobo Bielak – Thank you

Action Items

- Cliff Roblee will distribute charges of data archiving and sharing committee (asap).
- Sara Moody will distribute information about accommodations for December meeting (asap). Reservations should be made through Sara.
- Cliff Roblee will distribute 5 items: FY06 work plan, FY05 accomplishments, data flow diagram, equipment site , cyber infrastructure security plan (asap).
- Shannon Whitmore will distribute information collected from user surveys and users at last annual meeting (asap).
- Anke Kamrath will distribute draft of long-range roadmap (before December meeting).