

Minutes from the ITSC Webex Session

May 4, 2007

Present: Jerry Hajjar (chair), Chaitan Baru, Jacobo, Bielak, Ahmed Elgamel, Jason Hanley, Laura Lowes, Phil Maechling, Jon Lea, Sri Sritharan, Lelli van den Einde

Absent: John Bobbitt, Cherri Pancake, Andrei Reinhorn, Chris Stanton, Dan Wilson

Guests: Cliff Roblee, Roberto Leon

Hajjar summarized the upcoming schedule for events for the ITSC as listed in the E-mail of April 26, 2007, 4:25 p.m. CDT, included at the end of these minutes.

Hajjar summarized other upcoming activities of the ITSC in addition to evaluation of NEESit, including: forming ITSC task groups to explore activities stemming from the IT Vision document; forming a working group to explore the possibility of an E-journal in conjunction with the California Digital Library accessed in conjunction with NEESit.

Hajjar summarized some directions in which NEES, NEESit, and the ITSC can go based upon the new IT vision document from NEES. Task groups may be formed to explore organizing new workshops, new funding initiatives, new presentations to highlight interactions with the cyberinfrastructure community, etc.

ACTION: It was suggested that before the June 18 meeting, a Webex session be set up for the ITSC to discuss the IT vision document. Hajjar will address this with Sara Moody.

NEESit provided a summary of their FY07 activities based upon the documents they distributed.

ACTION: It was suggested that NEESit summary documents and presentations focus on being solution-driven rather than tool-driven.

ACTION: It was requested that NEESit write a document that summarizes their deviations from FY07 for review by the ITSC in preparation for the FY08 review. This document should be delivered along with the materials for the May 24 ITSC Webex session, or sooner.

ACTION: NEESit will repost all revised documents related to their dry run site visit, along with the presentation from today's Webex session.

Hajjar thanked NEESit for their efforts this past year and in preparing the materials for this committee.

April 26, 2007 E-mail to ITSC from J. F. Hajjar

To the ITSC:

Between now and the August board meeting, our work will be ramping up. Here is a summary:

Major NEES events relating to the ITSC:

On May 7-8, NEESit is having a dry run of their July site visit. For this they are writing a two-volume report summarizing current status and future direction.

On June 21-22, the NEES Board of Directors (BOD) meets and will want a draft FY08 budget for NEESit that is pretty close to final; minor adjustments thereafter are permitted.

On July 25-27, NEES, Inc. and NEESit have their site visit.

On August 17-18, the BOD meets and will be approving the final FY08 budget for NEES, Inc., including NEESit and all sites.

Here is the overall layout of ITSC work:

May 2-4: NEESit will be sending us a draft of their two-volume report on May 2. To expedite the May 4 call, ***I ask that you each look carefully at this document***, particularly the percent completes, because during our May 4 call I have asked NEESit not to focus too much on lower priority items or things that are going smoothly. A lot has happened since the last time the ITSC has met.

ITSC Webex Session Friday, May 4, 8:00-9:30 PDT: Get status from NEESit on FY07 progress, with a focus on critical topics and then Q&A so that ITSC understands status of key issues of IT within NEES.

Mid-May: NEESit will be sending us a draft of the FY08 budget proposal. To expedite the May 24 call, ***I ask that you each look carefully at this document***. They will also have uploaded many materials from the May 7-8 dry run of the site visit for your viewing.

ITSC Webex Session Thursday, May 24, 8:00-9:30 PDT: Get initial overview of FY08 budget from NEESit; initiate detailed comments on priorities, areas of success and concern, etc. Detailed agenda TBA.

May 24-June 18: I will lead an E-mail thread for the ITSC to have a dialogue on the NEESit FY08 budget proposal. We have much to discuss June 18, and so I want to avoid spending the whole meeting brainstorming on the budget as if we are seeing it for the first time.

June 18: ITSC meeting, Snowbird, UT, probably 8:00-5:00, but time TBA. Final discussion of NEESit budget including priorities; discussion of other topics: status of IT at the sites and NEESR projects as needed; IT vision document; IT-related policies and procedures; E-journal, possible formation of task groups as needed; etc. Detailed agenda TBA.

June 19-20: Summarize budget adjustments to include with NEESit budget presentation to the BOD on June 21; finalize ITSC presentation to the BOD for June 21.

After the annual meeting: In these first few weeks after the June BOD meeting, the final NEESit budget must be submitted to NEES, Inc. All final ITSC comments must be included during this time. In addition, there may be issues to address related to the July site visit, both before and after the site visit.

With this in mind, the tentative agenda for the May 4 Webex session is (all times PDT):

8:00: Roll call and intro (Hajjar)

8:10: Brief status report on ITSC and related activities (Hajjar)

- IT Vision document
- Other topics: Policies and procedures; E-journal; formation of task groups; etc.
- Brief summary of schedule and events laid out above

8:20 Current status report from NEESit (Elgamel, Van den Einde, Baru)

9:00 Q&A from ITSC

9:30 Adjourn

Originally there were two of you who cannot make the call; now there are three. This time is still as good or better than the alternatives. If you would like to speak to me separately before or after this call, please let me know.

And please let me know if you have comments or questions.

Regards,

Jerry