Minutes of March 3, 2008
Meeting of Administrative Computing Subcommittee

Attendees: Michael Mills, Ingrid Stafford, Betty Brugger, Sheila Driscoll, Eve Jeffers, David Keown, Kathy Tessendorf, Mort Rahimi
Absent: Rebecca Cooke

Members were introduced.

Mort gave an update on the activities of full RACC and discussed the purpose and charge of the subcommittee. Members were directed to RACC website for more details.

Mort’s comments: Demand for research computing has gone through the roof. Researchers have generally acquired computers as a part of their grants but have outgrown the facilities. Research computing is scattered around in facilities all over campus. They now are requiring environmental, support and security associated with a centralized facility. Power and cost of research computing is three times administrative. A room in basement of Tech has become a centralized research facility. Other temporary spaces are also being researched.

A consulting firm, EYP, has been hired to look at 2020 Ridge and make recommendations to address current shortcomings. A report from EYP is due out soon and will be shared with this subcommittee. Among items in the EYP report will be what’s wrong with 2020, how it can be expanded, and greenfield data centers.

The RACC is half research and half administrative members. This committee has been formed to address future needs for administrative computing which is different than research needs. For example, need for real time access and backups are different. Mort did not want requirements for administration to be overlooked and therefore appointed this subcommittee.

Mort is looking for a statement of requirements including accurate predictions for next 5-10 years. It’s realistic to look at a requirement of uptime all the time and work back from there. Need as much detail as possible. May want to look at how systems have grown and project forward. Look at options including outsourcing where it makes sense, taking away functions that can be run elsewhere.
Ingrid discussed what has been happening with business continuity planning and suggested using that process as a framework for work on RACC. See attachments. Mort suggested that the committee look first at disaster avoidance in its requirements rather than disaster planning.

The committee will be able to express needs functionally and NUIT will help to convert those needs to servers, energy, etc.

Committee members are asked to bring requirements to the next meeting to start the process.

The primary work product of this subcommittee is a report of requirements due by mid-May. Meetings will take place every other Monday 3:30-5:00 pm.

The next meeting is Monday, March 17, at 3:30 pm at 1800 Sherman.