UNM IT Research Technologies Advisory Board
Wednesday, April 24, 2019
Scholes Hall, Roberts Room
1:00 pm – 2:30 pm

Chair: Patrick Bridges

Attendees: Tito Busani, Mark Emmons, Kathryn Jacobson, Chris Lippett, Sylvia Celedon-Pattichis, Edl Schamiloglu, Mark Servilla, Mary Tsiongas, Duane Arruti, Grace Faustino, Linda Johansen, Brian Pietrewicz

Support: D. Markham

Topics

1. Approval of Minutes (March 27, 2019 minutes approved without corrections.)

2. Informational Items:
   a. Research Data Collection Survey Deployment (CARC/Director Bridges and IT Manager Faustino)
      Director Bridges advised the survey was sent last Tuesday. 130 responses have been received. Initial responses were provided to the committee. The survey will be open for another week. 5 software packages including SPSS, RStudio, NVIVO, Qualtrics and Opinion have over 50 responses that they are either already being used or would be used if available. Final results will be provided to the committee for review.

      Action Item: IT Manager Faustino will research the cost of site licenses for products of interest.

      The Qualtrics enterprise license would cover all students, faculty and staff at main, HSC and branch campuses. The cost ranges from $41.1K to $78.8K depending on features selected. This scope may not be warranted relative to cost and expected usage.

      Associate Professor Lippitt has had a request about the availability of Omeka. Associate Dean Emmons advised the libraries uses Omeka for archiving and can assist with this request.

      HSC CIO Braun has advised there is HSC interest in Qualtrics usage. Their scope of need is undefined. The current UNM spend for Qualtrics is $17,000. The Anderson School is the largest usage. A license for 5 users costs $500.

      Action Item: Associate Dean Jacobson will advise the number of faculty and/or research staff using licenses at Anderson and the total spend for the School.
b. Operational Subcommittee Update (CARC/Director Bridges)
   i. Invitations for Operational Subcommittee Sent Out
      Director Bridges advised invitations have been sent out.

   ii. Operational Subcommittee Listserv created for communication
      The listserv has been created. The committee’s first order of business is to review
      the data catalog to identify any needed revisions or adjustments prior to
      publication.

   iii. Kickoff Meeting Update
      A doodle poll has been sent to coordinate the first meeting.

c. Scoring Subcommittee Update (CARC/Director Bridges)
   Director Bridges advised this committee’s first order of business will be development of
   a rubric. A doodle poll has been sent to coordinate the committee’s first meeting. CIO
   Arruti advised the academic advisory board has streamlined their rubric; it is now more
   closely aligned with the administrative board rubric. CIO Bridges advised the committee
   will be using the administrative board rubric as a starting point; the rubric will need
   additions regarding scope. After the rubric is developed and approved, scoring of
   software packages will be a priority for the committee.

d. Working Groups Update (Infrastructure, Research Data Management, & Intake)
   (CARC/Director Bridges and Chairs)
   i. Planning Meetings with Chairs
      The working groups have met or will meet in the next few weeks. Associate Dean
      Emmons asked if the research data management group has a report to share. IT
      Manager Faustino advised not at this point.

e. Presentation to the Associate Dean’s for Research (CARC/Director Bridges)
   Director Bridges met with the Associate Dean’s for Research. They are discussing the
   development of a VPR/IT budget to fund and provide institutional tools on a yearly basis.
   With completion of the budget, this discussion can move forward. CIO Arruti advised he
   has discussed this initiative with the Academic Technologies Advisory Board who
   support this initiative. There is interest from both boards to propose a dedicated budget
   for the advisory boards.

3. Decision Items:
   a. Research IT Strategic Planning Working Group Formation Discussion (CARC/Director
      Bridges, IT Manager Faustino)
      Director Bridges opened further conversation from last month’s discussion about forming
      a committee focused on IT research strategic planning. The goal would be to clarify how
      research computing is supported and organized institutionally. Associate Professor
      Lippitt suggested comprehensively understanding how research IT is currently funded as
      the 1st step. CIO Arruti advised a recent analysis identified current spend is ~ $90 million
      broken down as $30 main IT, $30 HSC, and another $30 around campus. More specific
      breakdown of this funding could be completed. Director Bridges said some I&G funding
      that is supporting research staff may not be available. Associate Professor Lippitt said
restricted funding by college would be available. This committee has been working to identify all sources of research funding and some known gaps are:

- Specifics on areas of personnel funding
- All costs for research systems and facilities
- Specifics on all research funding org codes, central versus VPR

A comprehensive picture of systematic spend will require additional analysis at the unit and/or individual level. CIO Arruti suggested it may be more useful to identify what the objective is for the analysis related to research spending and work backwards. Associate Professor Lippitt sees specific data on where research funds are being spent and for what products and/or services as critical to developing a 5-year plan. Associate Dean Celadon-Pattichis asked if there is a definition for what constitutes research computing? Director Bridges would define this as any computing that supports the 40% research portion of a faculty member’s work portfolio. Associate Dean Emmons asked if this strategic planning exercise is to plan for the future or to evaluate how to fund faculty research activities institutionally. Associate Dean Lippitt’s question is “how is research funded at the institution?” Associate Dean Emmons suggested the goal is to provide a strategy for effectively supporting research funding at the individual and infrastructure level at UNM. Director Bridges related that the UNM 2020 goals for this committee relate to systematic funding for IT and sustainable funding model for CARC. He is working to refine these broad goals into more actionable items and would like input from this group.

Associate Professor Lippitt sees an aspirational component to this exercise that would inform future strategic plans to identify and prioritize projects, products and/or services that are needed to achieve institutional research objectives. Director Bridges advised user forums have been held to identify areas of need, in some cases, existing funding was identified. The working groups have also identified areas of need, existing funding and identified priorities. The outstanding item seems to be establishing overall priorities from all the information collected to date and bringing this together into one document.

Associate Professor Lippitt sees a missing piece in associating how things are funded currently and what is unfunded. This would help identify where we would like to be in terms of funding structures and capabilities so projects between the different working groups can be prioritized. If existing resources and capabilities are prioritized as funding becomes available or is requested, the need is already defined. Deputy CIO Pietrewicz asked if the OVPR strategic plan could be used as the basis for developing a computing plan. Associate Dean Emmons agreed this would be a good starting point; there are users who were not included in the development of the current strategic plan so further definition and inclusion is needed. IT Manager Faustino agreed it would be useful to update the current strategic plan to include additional definition and identify specific goals and objectives. CIO Arruti asked if an appropriate starting point would be for Associate Professor Lippitt and other interested parties to review currently available research spend information with IT Director Martinez. From this, it could be determined what additional information would be useful. IT officers could provide additional college level information.

**Action Item:** IT Manager Faustino will work with Associate Professor Lippitt to organize the strategic approach committee.
CIO Arruti commented it will be beneficial to develop and finalize over this year a long-term strategic approach for research funding and institutional support. In parallel, CIO Arruti and Director Bridges will work with the Provost’s office to support 1-year funding for the advisory boards.

**Decision Item:** Associate Dean Emmons, Associate Professor Lippitt, and IT Manager Martinez will initiate the strategic approach committee’s work.

**Action Item:** Committee members from Engineering, Education, and Fine Arts will consider the appropriate person to either serve on the committee or coordinate responses for their colleges.

4. **Open Floor**
   
   CIO Arruti advised the Regents approved the Adobe Creative Cloud enterprise license to cover all main campus and HSC students at $20/student. This initiative has the approval and support of ASUNM, GPSA, and the HSC student council. The license provides 32 products in the Adobe Creative Cloud Suite. It moves licensing payments away from the chargeback approach where currently licenses cost $170 per faculty/staff and $80 for labs. Final contract details are pending. The effective date will be July 1 with the possibility of access prior to that date. They are working towards faculty and staff licenses also being $20/license with labs included at no additional cost. IT Director Martinez is evaluating the feasibility of providing faculty and staff licenses at no cost. Adobe will be providing additional training, funding for marketing, and other support to launch and sustain the initiative. Ensuring this opportunity to embed digital literacy into the curriculum to get the full benefit of this licensing agreement is a goal of the CIO’s office. Next week, UNC Chapel Hill faculty member Todd Taylor who has expertise in building Adobe tools into the core curriculum will meet with faculty and provide a hands-on workshop. IT Director Allen is coordinating the event. Advisory board committee members are invited.

**Action Item:** Deirdre will provide information about Dr. Taylor’s visit to the listserv.

The committee discussed the need for broader communications regarding the enterprise Zoom license. There was discussion about if there is a list of institutionally available enterprise licenses. It is on the “Software Downloads” page under IT services, [http://it.unm.edu/download/index.html](http://it.unm.edu/download/index.html).

**Action Item:** CIO Arruti and Executive Assistant Markham will work to include information about Zoom and Adobe licensing in the President’s and Provost’s messages.

Adjourned 2 pm.

**Next Meeting:** *May 22, 2019 1-2:30 pm Scholes Hall, Roberts Room*