UNM IT Research Technologies Advisory Board  
Wednesday, May 22, 2019  
Scholes Hall, Roberts Room  
1:00 pm – 2:30 pm

Chair: Patrick Bridges

Attendees: Karl Benedict, Tito Busani, Mark Emmons, Kathryn Jacobson, Edl Schamiloglu, Mark Servilla, Mary Tsiongas, Jonathan Wheeler, Duane Arruti, Grace Faustino, Brian Pietrewicz

Support: D. Markham

Topics

1. Approval of Minutes (April 24, 2019 minutes approved without corrections.)

2. Informational Items:
   a. Adobe Creative Campus Initiative (CIO Arruti, IT Director Allen)
      Director Allen who is managing the roll-out of the Adobe Creative Campus Initiative discussed the project which will provide licensing to all UNM main and HSC students; the cost is covered by the student technology fee. Faculty licenses will be covered through IT and Provost office funding. For staff, the current spend of $20/year for Adobe Acrobat Pro can be used for the Adobe Creative Cloud Suite license. A website about the initiative is under development to launch the first week of June. The website will include information regarding provisioning, training opportunities, and FAQs for use of Adobe tools. Purchasing options should be available within a few weeks of the initial launch. IT and the Libraries are partnering for hosting and staffing an onsite lab. The project team is working with the Provost’s office to provide training and development for faculty to incorporate these tools into their curriculum and the general education core. CIO Arruti advised that the branch campuses have elected not to participate in provision of individual licenses. IT will work with the branch campuses to provide the tools in their labs. Staff who already have either Adobe Acrobat Pro or the full Creative Suite will be able to renew for $20. Adobe allows personal or professional use of licenses purchased by higher education students, faculty or staff. Licensed users will be able to run 2 systems concurrently and receive 100 GB of file storage.

      IT Manager Allen asked about specific training needs the committee could identify. Associate Professor Benedict identified the use of Illustrator for professional cartographic development as an area of interest.

   b. Survey Results/Update on Site Licensing (Director Bridges and IT Manager Faustino)
      150 responses were received. The top 5 packages of interest are SPSS, NVIVO, Qualtrics, Rstudio, and Opinio. The spend on licenses for these packages over the last three years was reviewed. Most licenses are multi-year. Qualtrics and SPSS had the largest spend and demand. Nvivo spend for main campus is included in the data. HSC spend was not included but is similar to main campus spend. Nvivo is the only package
used in large numbers by main campus and HSC. Departmental breakdowns on spend is available. CIO Arruti confirmed that where there are main campus and HSC users, they work together to share costs. Rstudio can be downloaded on a single system for individual use at no charge. Provision of the server resources to faculty results in licensing costs.

CIO Arruti asked what the total number of research faculty are to assess if this is a representative sample. IT Manager Faustino advised there are about 800 total research faculty so with 150 respondents, the sample is just under 20%. This allows a valid estimate of the number of site licenses that would be needed for each package. Current SPSS usage is for only $15K of the current $32K spend so additional evaluation to further determine how many licenses would be needed for each package may be warranted. Director Bridges sees the responses as a good representative of usage that could be extrapolated to assess total need for each package. SPSS actual usage is in line with the percentage who responded if it were extrapolated. The Qualtrics site license cost of $70,000 is based on enrollment numbers that come from IPEDS. Based on the current $17,000 spend and interest from the survey, a site license would be difficult to justify relative to likely usage. Qualtrics will provide an estimate based on enrollment numbers we provide. Director Bridges asked if they would consider providing an estimate for use based on the number of research faculty and graduate students.

**Action Item:** CIO Arruti recommended IT Manager Faustino work with IT Director Martinez to develop a strategy for negotiating rates based on usage and need.

For other licenses, this has been a successful approach and might result in savings for current users. An additional resource IT Director Martinez can facilitate is an analysis by Gartner to support license negotiations for these software packages.

c. Update on Site Licensing (SPSS, Qualtrics, NVIVO, RStudio) (IT Manager Faustino)
   See above.

d. Committee Updates (Committee Chairs)
   All committees and working groups have been meeting.

   - Research Data Management (Associate Professor Benedict)
     The committee is focused on 4 areas: high level project and data management and planning, data management infrastructure (in collaboration with data management infrastructure working group), training and development of institutional capacity, and analysis of existing data management policies (possible collaboration with data governance board). For each area, the working group will complete a gap analysis that includes current capacity and develop proposals to close gaps. This information will be provided to this and other relevant groups. The committee is seeking participants from humanities and economics.

e. Working Group Updates (Working Group Chairs)
   - Infrastructure (Dr. Busani and Associate Dean Emmons)
     The committee has requested each college and high level center provide a 2-page summary of expected infrastructure needs (current state and needs, future needs).
They will follow up the initial request to ADR group with a targeted e-mail to appropriate respondents. Over the summer, they will collect and collate this information for review by the committee.

- **Intake Process (Director Bridges and IT Manager Faustino)**
  IT Manager Faustino is working with the operational committee to collect information for the research service catalog. Their goal is to populate the portal by the end of the year.

- **Scoring (Director Bridges)**
  This committee is drafting a rubric for scoring requests using the administrative and academic committee’s rubrics as a starting point. For the section to measure research impact and value, they want to identify a broad set of activities to include, such as retention, sponsorship programs/dollars, #'s of units or people, etc. and keep this section brief, no more than 4 questions. The committee will then use current projects to evaluate the effectiveness of the draft rubric and then review with this committee.

- **Strategic Approach (IT Manager Faustino)**
  IT Manager Faustino, IT Director Martinez, and Associate Professor Lippitt are evaluating the current spend on research using currently available data to review with the committee.

- **Budgets (Dean Peceny, Director Bridges, Deputy CIO Pietrewicz)**
  They met with Interim Provost Wood to discuss budgetary models for the committees. Interim Provost Wood will review the proposal with incoming Provost Holloway. The committee will develop a 2-page proposal to provide information to Provost Holloway.

- **Electronic Data Management – In Fall 2019, OSP will complete an assessment from the National Council of Research Administrators. The information collected will help assess the need for research administration software and determine the appropriate type of faculty participation or representation in next steps.**
  - **Action Item:** Director Bridges will follow-up with Director Gonzalez-Rosenblatt and Associate Dean Schamiloglu.

- **CUI – Ariadna Vazquez has moved to University Counsel office but will remain as chair of this committee until a new HIPAA officer is selected.**

3. Decision Items

4. Open Floor

   Adjourned 1:40.

   **Next Meeting:** June 26, 2019 1-2:30 pm Scholes Hall, Roberts Room