UNM IT Research Technologies Advisory Board
Wednesday, August 28, 2019
Scholes Hall, Roberts Room
1:00 pm – 2:30 pm

Chair: Patrick Bridges

Attendees: Patrick Bridges, Karl Benedict, Tito Busani, Sylvia Celadon-Pattichis, Mark Emmons, Trish Henning, Kathryn Jacobson, Jennifer Laws, Bill Michener, Laura Putz, Edl Schamiloglu, Mark Servilla, Mary Tsiongas, Duane Arruti, Grace Faustino, Jeff Gassaway, Brian Pietrewicz

Support: D. Markham

Topics

1. Approval of Minutes (July 24, 2019 minutes approved with correction to update ERP to IRB)

2. Informational Items:
   a. Update on Gartner Report and Current Research IT Spend on identified tools (Kirsten and Grace)

   Grace reviewed the faculty survey data collection and analysis tools. The top 5 were assessed for enterprise licensing cost. They met with Gartner, IT analysts, for input on the use of these tools at other higher education institutions. Information from Gartner focuses on qualitative software used in industries rather than the quantitative analysis tools used by most UNM faculty and in higher education research. Gartner suggested additional questions that could be used in a faculty survey to identify which tools might be used more broadly if made available.

   Kirsten reviewed the current spend and enterprise license costs for the top 5 tools. Based on this analysis, NVIVO may warrant further evaluation for consolidation. Kirsten reviewed a transaction level analysis of 2017-2018 research spend on software.

   **Action Item:** Chris and Kirsten will evaluate the current spend in more detail and provide an update to the committee. Kirsten will also update with 2018-2019 information.

   Duane confirmed that if a basic set of tools that meets the needs of a large group of faculty can be identified, efficiencies may available through centralized purchasing and elimination of chargebacks.

   b. Working Group Updates (Chris, Karl, Mark, Edl)
      i. Research Data Management - Karl advised the group is meeting every other week and evaluating data management plans. He will also code the data management plans and use NVIVO to collect additional information on the research data management needs for most faculty. Once the needs are identified, they will be evaluated against the service catalog to identify gaps and make recommendations. The policy portion of the
charge will be aligned with this work and evaluation of best practices from other institutions. Bill M. asked about any plans for including guidelines or requirements from federal and state entities, funding agencies, and publishers. Karl agreed this information should be included.

ii. Scoring and Intake – Grace is continuing to work with ITO’s to update the service catalog. The scoring working group needs to finalize question weights. Applications will be incorporating this scoring and intake process into myIT the 3rd week in October. After this update, Grace will review with the committee. They will also evaluate use of Cherwell for this process.

iii. Infrastructure – Mark reminded committee members to provide the requested information by the end of August. Results will be reported at the next meeting.

iv. Electronic Research Administration and NCURA process – Patrick advised he and Edl will ask a group of main campus faculty and staff to participate in the NCURA peer assessment in November. This will be in addition to administrative input.

**Action Item:** Patrick and Edl will meet with Rosa.

**Action Item:** Patrick and Edl will reach out to ADRs to identify faculty and staff who should be invited to participate.

Karl advised input from a school who recently completed a review confirms it is important to have participation beyond the administrative level. It is important to create an atmosphere of safety and confidentiality for respondents to get candid feedback. They suggested asking the NCURA assessors if they could provide recommendations based on the feedback respondents provide. The input would be gathered through a focus group where participants meet with the assessors. The NCURA survey could be provided to the focus group as initial prompts to guide the discussion.

Trish advised this evaluation is part of OVPR’s strategic plan and is intended to get input on the changes that have been made and their effectiveness. Edl advised it would be useful to include faculty and staff who are frequent users of Cayuse and manage data regularly. Patrick confirmed faculty should be selected faculty who would be able to represent their college’s needs. Patrick asked if level 3 center representatives should be included; he will follow up with Trish regarding this.

**Action Item:** Deirdre and Grace will reach out to the ADRs for nominations for the IT focus group.

v. Research Compliance and CUI Research Data Management – Duane advised the initial CUI steering committee had very broad inclusion. As the project has evolved, Jeff Gassaway, Rob Burford, and Elaine Rising have reorganized the committee composition and approach and will work more closely with the research compliance committee. Patrick asked how the work of their committee would relate to this committee. They are working with OSP as the central contact to select and implement standard tool sets to streamline managing research compliance. They are developing
templates that would include the standard items all UNM projects should provide when applying for a grant or when managing the project for an awarded grant. These items would be pre-populated into the tool sets.

**Action Item:** Jeff will meet with Patrick to create alignment with this group’s research compliance activities. Jeff will share the research compliance structure.

c. Update on Research IT Service Catalog Action Item (Jon and Grace)
   See above. Based on input about service levels, they provided general information rather than trying to fully detail for each area’s service level. The catalog will outline which units have different services available so users can contact them for more information.

3. Decision Items:
   a. Nominate and confirm chair for 2019/2020
      Patrick agreed to serve for a final year. The committee unanimously elected Patrick for 2019/2020.
   b. Discuss moving 10/23/19 meeting due to IT conference
      The 10/23 meeting will be moved to 10/16.
   c. Discuss 2020 meeting schedule
      The schedule will continue on the 4th Wednesday of the month from 1-2:30.
      **Action Item:** Deirdre will schedule the meetings for 2019/2020.

4. Open Floor
   a. Duane shared there has been a phishing incident where 170 compromised e-mail accounts were locked. Internal audit has recommended mandatory training on safeguarding information for students, faculty, and staff to prevent phishing. IT Security staff are working with the President’s office to identify training that is both effective and can be completed in a reasonable amount of time. One program is based on 5-minute videos. A recommendation will be provided to the President for review.
   b. Duane shared about the NMICCC proposal from the community colleges to the legislature for technology funding. It includes funding for all NM higher education institutions based on a formula that needs further review. Funding could be used for joint or individual initiatives. The 4-year schools are requesting research funding be added. Under the current formula, 25% of funding is to main campus. The final proposal will be reviewed by the President and then with the Council of Presidents.

While the current proposal isn’t for recurring funding, the request would be reoccurring. Bill M. noted that joint initiatives to support connectivity for the branch campuses would be one of the highest value options. Duane shared the LFC discussed their interest in increasing connectivity to homes throughout NM; IT shared their model for connecting all K-12 and higher education institutions. Bill M. discussed NSF and Higher Education grants are available for these types of initiatives. These funds could be bundled with legislative funding to increase how broadly the initiative could be implemented.

**Action Item:** Jon will facilitate contact with the NSF office of Cyberinfrastructure.

5. Meeting Adjourned at 1:50
Next Meeting: September 25, 2019 1-2:30 pm Scholes Hall, Roberts Room