



Information Technology Committee

Minutes of February 24, 2021
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Present: Chair Niko Kaciroti, Ravi Pendse, Melissa Dyson, Rachel Vacek, Zhixin Liu, Colby Lewis, Allen Liu, Vashni Santee, Elizabeth Devlin

Absent: Marisa Conte, Ryan Echlin, Emily Fuentes, Melvin McInnis, Rick Richter, Rachel Qiu

Minutes:

3:03 pm: Chair Kaciroti called the meeting to order.

Motion to approve January 27, 2021 meeting minutes was made by Lewis and seconded by Vacek. There being no further discussion the minutes were approved.

Discussion: Information Technology Needs in Research and Collaboration

- Chair Kaciroti summarized the last meeting's discussion topics:
 - Data Management: Discussion centered on data management and the support structures in place at the university that could help faculty/staff/PI's with development of support plans and management. The discussion led to inviting Jacob Carlson, Director, Research and Data Services at the University Library to speak to the committee about the data management services available.
 - Software acquisition: Discussion of what would be the best process/practice to request new software from the university.

Discussion: Data Management (continued)

- Data Management Support
 - There are labs on campus that have the resources, people who solely deal with the data management of the data generated from the lab.
 - Labs on campus that do not have the resources in the lab; how can university resources accommodate those needs.
 - Upon project completion there is data loss that occurs when a student leaves and the student saved the data on their devices, how can the lab still have access.
 - Creates issues of continuity.
 - Data retention:
 - Best practices for deleting data - after publication, a certain period of time, or data accumulates overtime.
 - VP Pendse commented whether to eliminate the data or not depends on where the funding comes from and their rules of data retention.
 - Dropbox: VP Pendse discussed how using Dropbox will eliminate data loss.
 - Team accounts: The new university storage system will allow labs to create team accounts where all the lab data will be stored to one place.
 - If student or PI leave the data will still be owned and accessible to the university.
 - Dropbox doesn't have current limitations on data storage.
 - Dropbox implementation: VP Pendse shared that the migration from Mbox to Dropbox is underway.
 - Currently anyone who starts at the university a Dropbox account is automatically created.



- There will be an account for the individual and there will be a separate account created for the lab as a team account.
- The documentation will be sent March 1 around the steps to the migration to Dropbox.
- Use the opportunity to for file cleanup and double-checking permissions.

Open Discussion

Chair Kaciroti opened the floor to discussion with VP Pendse.

Researchers access to ARC resources:

- VP Pendse working with Provost's office to make research computing a high priority.
 - Implementation next fiscal year if funding is approved.
 - Reduction in costs to encourage researchers, including doctoral students, to use the ARC resources.
 - Working with deans to encourage new faculty researchers to use ARC resources to avoid the purchase of their own clusters.
 - Chair Niko asked whether the data storage and data management is a cluster itself or whether there is coordination with the university.
 - Committee member Echlin can help coordinate with researchers in setting them up with the research computing package.
 - MichMed: [Research Computing Package 2.0](#)

3:30 pm VP Pendse left the meeting.

Information Technology Needs in Research and Collaboration

Guest: Jake Carlson, Director of Deep Blue Repository and Research Data Services, University Library
Presentation: Research Data Services from the U-M Library

Jake Carlson attended and gave a presentation about research data services available from the U-M Library.

Next Steps: Invite Jacob Carlson to the April meeting to continue the discussion.

Adjournment at 3:59 pm

Respectfully Submitted,

Elizabeth Devlin
Faculty Senate Office