CUAHSI Board Meeting Minutes

October 7, 2015, via teleconference

Roll Call

- 10 members are present, 10 needed for quorum
- “X” indicates Director is present

Term expires 12/31/2015
Anne Carey, Ohio State University X
Robyn Hannigan, University of Massachusetts-Boston
Carol Johnston, South Dakota State University X
Witold Krajewski, University of Iowa X
Brian Waldron, University of Memphis X

Term expires 12/31/2016
Michael Gooseff, Colorado State University X
David Hyndman, Michigan State University
Brian McGlynn, Duke University X
Holly Michael, University of Delaware X
Todd Rasmussen, University of Georgia X
Al Valocchi, University of Illinois Urbana-Champaign (Chair) X

Term expires 12/31/2017
Erkan Istanbulluoglu, University of Washington
D. Scott Mackay, SUNY University at Buffalo
Kamini Singha, Colorado School of mines X
Scott Tyler, University of Nevada, Reno (past-Chair)

Officers & Staff Present: Adam Ward (Secretary), Rick Hooper (CUAHSI), Martin Seul (WDC), Jonathan Pollak (CUAHSI), Emily Clark (CUAHSI)

Guest: Ciaran Harman, Virtual Short Course leader

Minutes prepared by Adam Ward
Wednesday, September 2, 2015
17:00 EST       Call to Order

Informational Items
1. Status of July minutes (Ward)
   a. Ward reported minutes from 2 September 2015 were approved by action without
      meeting, with the vote as:

      | BoD Member | Vote  |
      |------------|-------|
      | Carey      | Approve |
      | Hannigan   | Abstain |
      | Johnston   | Approve |
      | Krajewski  | Approve |
      | Waldron    | Abstain |
      | Gooseff    | Abstain |
      | Hyndman    | Approve |
      | McGlynn    | Approve |
      | Michael    | Approve |
      | Rasmussen  | Approve |
      | Valocchi   | Approve |
      | Istanbullouglu | Approve |
      | Mackay     | Approve |
      | Singha     | Abstain |
      | Tyler      | Approve |

2. Reports
   a. Slate of candidates for BoD Election
      i. Ward reported the slate of candidates will tentatively include B. Waldron, G.
         Grant, S. Loheide, E. Hester, J. VanBriesen, S. Moysey, D. Genereux, D. Bolster,
         and M. Cohen.
   b. Virtual Short Course
      i. Harman summarized the content and experience of organizing a recent short
         course that he led. The course consisted of 4 online lectures over 4 weeks. The
         first was open to the public, and the next 3 were for participants in the course.
         Participants were provided with lectures, problem sets, online forums, and
         support from Harman. He reported CUAHSI was particularly helpful with
         application and hosting the technology. He summarized results from a
         participant survey, interpreting overall success of the project.
      ii. Valocchi asked about timing of the course. Harman responded that the summer
          was ideal given the design for students to complete work between lectures.
      iii. Gooseff asked about the range of participants interested in the course. Harman
           reported a broad array of participants representing many subdisciplines.
      iv. The group discussed the required time commitment for the instructor. Harman
          reported that this was beneficial to help people achieve the “activation energy”
          with the code to help them use the tool in their own applications.
   c. Water Data Center
i. Seul reported that a working prototype has been established with SOLR implementation. This would enable significant cost savings in comparison to the SQL server operation with comparable performance. He reported that the team is working to move from SQL to SOLR server implementation, but there would be substantial effort required to move the catalog to the SOLR server. He reported key upcoming steps focused on scalability on the SOLR server and metadata harvesting of metadata.

ii. Valocchi asked about expenses for data hosting. Seul reported a cost of approximately $15,000 in costs for January through June 2015. He reported the new pricing model has cost another $15,000 for the period of June through October 2015.

d. NSF Meeting on 30-Sept-2015
i. Valocchi, Hyndman, and Hooper met with Torgersen, Russ Kelz, Carol Frost, and Alex Isern at the National Science Foundation. The meeting was to inform the NSF about ongoing activities, and to discuss future plans for consortia currently supported by the NSF. Valocchi reported an overall positive attitude toward CUAHSI, noting that the NSF referenced similar consortia that have long been supported by the NSF. The idea of branching out in terms of support from different programs at the NSF and other federal agencies was generally received positively. The group additionally discussed the possibility of engaging with the CZO network, particularly through the WDC. The NSF representatives indicated the possibility of combining the core operations and WDC funding into a single agreement.

ii. Gooseff asked if there was any input from the NSF regarding the leadership transition. Valocchi reported that the NSF was supportive of current plans, and suggested to be prepared with contingency plans in the event of a failed search. The option of hiring a deputy director was also discussed.

e. Release of advertisement for CUAHSI Executive Director
i. Valocchi reported that the position advertisement was posted on the CUAHSI website, and will be advertised broadly in the near future. He requested BoD members to contact possible applicants, and to keep him CC’d on any communications relevant for the position. Gooseff requested that the search committee be included on all communications such that there is not overlap between actions.

3. Approval of raise for Emily Clark

   a. Hooper reported that E. Geosling will leave CUAHSI in mid-October. He requested to promote E. Clark to fill her position including a raise to an annual salary of $47,500. He expected to then advertise for another staff person for CUAHSI.

   b. **Motion to approve a raise of $4,975 to an annual salary of $47,500 for E. Clark as requested by Hooper.**

      i. Motion: McGlynn
      ii. Second: Rasmussen
      iii. Discussion: (none)
      iv. Vote: Approved (unanimous)

4. Appointment of review panel for education modules

   a. Hooper led a discussion of CUAHSI serving as a review panel for educational modules associated with the SERC program. It has been proposed for CUAHSI to lead a review for
submitted modules. This would place CUAHSI as responsible for review, including both peer-review and an editorial board to handle such request.

b. Gooseff suggested this was a useful effort. He suggested that it would be important to help provide recognition to both the reviewers and the authors.

c. The group discussed the need for a CUAHSI member to run this effort, as opposed to having extensive CUAHSI staff time dedicated to this effort.

5. Solicitation for Summer Institute theme leaders and course coordinators
   a. Hooper circulated a draft solicitation for the 2016 summer institute. He discussed the need for an open process in comparison to a direct appointment of leadership given the specialized knowledge required for this type of effort.
   b. Gooseff suggested that an open process would include transparency. He suggested that the solicitation be targeted for highly qualified individuals, but would not keep the search closed. Another alternative discussed would be to remove honorarium associated with the positions, and appoint individuals without any associated funding. The group then discussed the need for an honorarium to help solidify the commitment of leaders to the project. The group discussed that the steering committee directly appointed leaders for the previous event.

6. Status of Membership Dues
   a. Hooper will circulate a list of unpaid members in the coming weeks, and will request BoD members to help contact colleagues whose institutions have not yet paid.

7. Status of Biennial Planning
   a. Michael summarized the tentative agenda, including 3 keynote speakers and 7-8 likely technical sessions. She has been actively recruiting session leaders, with 5 confirmed.
   b. The group discussed possible demonstrations and field trips for the meeting. Michael reported that a “build your own sensor” workshop was also planned for the event.

8. Motion to adjourn.
   a. Motion: Johnston
   b. Second: Singha
   c. Discussion: (none)
   d. Vote: Approved (unanimous)

18:01 EST Adjourn