

XSEDE Quarterly Meeting - Aug 29-31 2016

Actions

Quarterly Meetings Action Register: <https://docs.google.com/spreadsheets/d/1kVtvcFSORCKHtKd4kkB1UqvI29251LA-hvUUZ9x7sYA/edit#gid=0>

To download, click the link, choose "File" then "Download to Excel."

[options](#)

Requested Sessions

Please send requested sessions to Ron Payne and Laura Herriott

Plenary Sessions

Plenary Session	Requested by
User Survey	Lorna R.
Climate Study	Lorna R.
XSEDE17 and XSEDE	Dave H
New Risk Management Tool	Kandace T.
Review PCRs, Risks, Actions, Quarterly Reporting	Karla G.
KPI	John/Rudi
Budget Rebaseline Status	Ron P.
New Budget Tool & XSEDE Financial Portal Update	Laura H.
New Metrics Dashboard	Laura H.
XSEDE 2 Tools Ownership	John T.

Parallel Sessions

Parallel Session	Requested by	Attendees	Details
ER Strategy Planning	Kristin W.	Lead: Kristin W Attendees: TBD	Topics: TBD
PM Team	Karla/Scott	Lead: Karla G. Attendees: PM&R Team	Topics: Report process
XCI - Gathering new requirements & developing use cases	Janet B.	Lead: JP N. Attendees: XCI Team; CEE Kelly, Chris, Maytal; ECSS Nancy, Marlon; SPF Dan	Topics: <ul style="list-style-type: none"> How to identify and document user requirements across XSEDE groups Turning requirements into use cases
XCI - Rating customer satisfaction with XCI services	Janet B.	Lead: JP N. Attendees: XCI Team; SP&E Lorna, et. al.; CEE Maytal	Topics: <ul style="list-style-type: none"> SP and user component ratings Software partner XCI (human) services rating Survey material, delivery methods, result analysis
Closed parallel session for L1, L2, Rudi	Rudi E. / John T.	Lead: Rudi E & John T. Attendees: Kelly G., Nancy W-D., Ralph R., Dave L., Greg P., Dave H., Ron P.	Topics: TBD
ECSS Session	Marques B.	Lead: Marques B. Attendees: ECSS Team	Topics: TBD

Training: new material requests & status update	Susan M.	Lead: Susan M. Attendees: Jay A., Linda A., Maytal D., Scott L., Henry N., Dana B., Kelly G., Chris H.	Topics: <ul style="list-style-type: none"> ▪ Brief update on procedure to request materials, and status of requests ▪ Sharing status: how/where should we post status of materials requested and in development? ▪ Broadening Participation: Materials needed for upcoming workshops
Diversity Forum	Linda A.	Lead: Linda A. Attendees: Kelly G., Henry N., Dana B., Lorna R., Lizanne D., John T.	Topics: Review of the forum composition, mission, action plan, and agenda for first meeting
Trend Analysis	John/Rudi	Lead: Dave H. Attendees: L2s, L3s	
Building connections for education, outreach, student programs, and training	Bob P.	Lead: Bob P. Attendees: Kelly, Susan, Rosie, Jay, Linda, Scott, Kate	Developing leveraging strategies for how best to maximize development of re-usable training for faculty development, graduate student and post doc training, and undergraduate education and training.

Registration

Meeting Registration:

- [To register - http://www.ncsa.illinois.edu/Conferences/XSEDE/aug2016/register.html](http://www.ncsa.illinois.edu/Conferences/XSEDE/aug2016/register.html)
- [Registered Attendees List - XSEDE Quarterly Meetings Zoom Coordinates & Registered Attendees](#)

Logistics

Dates:

- **Monday, August 29 at 5:00pm CDT through Wednesday, August 31 at noon CDT**
- **Please plan to attend the entire meeting through noon CDT Wednesday, which means a 2pm CDT or later flight on Wednesday.**

Location & Hotel:

Embassy Suites Hotel - O'Hare Rosemont
5500 North River Road
Rosemont, IL 60018

Phone: (800) 315-1061

Hotel Reservations:

*** [Book Online Here](#) ***

Group Name: XSEDE Quarterly Meeting

Group Code: UOI

Block closes Monday, August 15th

Transportation:


- Hotel is 1 mile from O'Hare airport
- Hotel Shuttle - Free (each way)
- Taxi – \$12 (one-way) – 10 Minutes
- Uber – \$10 (one-way) – 10 Minutes


Meeting Rooms at a Glance





- Monday Dinner: Salon EF (1st floor)
- Monday Sessions: Walden (8th floor) & Boardroom East (1st floor)
- Tuesday Plenaries: Salon D (1st floor)
- Monday Sessions: Walden (8th floor) & Boardroom East (1st floor)



- Tuesday & Wednesday Breakfast & Lunch: Atrium (2nd floor)
- Wednesday Sessions: Salon AB & Salon D (1st floor)

Agenda (Subject to Change)

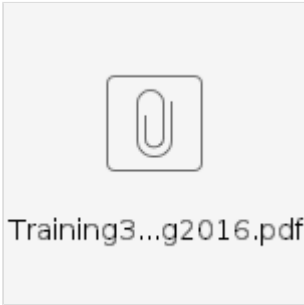
Monday, August 29, 2016				
Time	Duration	Topic	Room	Personnel
5:00 PM	60 min	Parallel #1a: Closed parallel session for L1, L2s & Rudi	Boardroom East	Lead: Rudi E & John T Actions/Decisions: TBD Attendees: Kelly G., Nancy W-D., Ralph R., Dave L., Greg P., Dave H., Ron P.
	60 min	Parallel #1b: PM&R Team - Report Process <presentation>	Walden	Lead: Karla G. Actions/Decisions: TBD Attendees: PM&R Team
6:00 PM	60 min	Parallel #2a: Trend Analysis  2016 Q3 R...ysis.pptx	Walden	Lead: Dave H. Actions/Decisions: TBD Attendees: L2s & L3s
7:00 PM	60 min	Dinner	Salon EF	

Tuesday, August 30, 2016				
Time	Duration	Topic	Room	Presenter / Personnel
7:00 AM	60 min	Breakfast (individual: included w/hotel stay)	Atrium	
8:00 AM	5 min	Welcome	Salon D	Lead: John T.
8:05 AM	25 min	Plenary: Review PCRs, Risks, Actions, Quarterly Reporting  XSEDE_P...QM.pptx	Salon D	Lead: Karla G. Actions/Decisions: Scott Wells

8:30 AM	30 min	Plenary: Climate Study  2016 Clim...Draft.pdf	Salon D	Lead: Lorna R. Actions/Decisions: Julie W.
9:00 AM	20 min	Plenary: User Survey  PY5 User...0816.pdf	Salon D	Lead: Lorna R. Actions/Decisions: Julie W.
9:20 AM	10 min	Break		
9:30 AM	30 min	Plenary: New Metrics Dashboard Demo  XSEDE Me...016.pptx	Salon D	Lead: Chris L. Actions/Decisions: Laura H.
10:00 AM	60 min	Plenary: KPI Discussion presentation	Salon D	Lead: Ron P. Actions/Decisions: Karla G.
11:00 AM	60 min	Plenary: Project Improvement Fund Process presentation	Salon D	Lead: Ron P. Actions/Decisions: Sonia N.
12:00 PM	60 min	Lunch	Atrium	
1:00 PM	30 min	Plenary: Budget Rebaseline Status including New Budget Tool & XSEDE Financial Portal Update presentation	Salon D	Lead: Ron P. Actions/Decisions: Laura H.
1:30 PM	30 min	Plenary: New Risk Management Tool  XSEDE Ris...ister.ppt	Salon D	Lead: Kandace T. Actions/Decisions: Marques B.

2:00 PM	50 min	Plenary: XSEDE 2 Internal Tools & Process Ownership presentation	Salon D	Lead: Ron P. Actions/Decisions: Laura H.
2:50 PM	10 min	Break		.
3:00 PM	60 min	Plenary: XSEDE17 and XSEDE 	Salon D	Lead: Dave H. Actions/Decisions: TBD
4:00 PM	30 min	Plenary: Ticket system transition for XSEDE 2 	Salon D	Lead: Victor H. Actions/Decisions: Mike P.
4:30 PM	30 min	Parallel #7a: ECSS Session	Salon D	Lead: Marques B. Actions/Decisions: TBD Attendees: ECSS Team
5:00 PM	0 min	Adjourn		

Wednesday, August 31, 2016

Time	Duration	Topic	Room	Personnel
7:00 AM	60 min	Breakfast (individual: included w/hotel stay)	Atrium	
8:00 AM	60 min	Parallel #4a: ER Strategy Planning presentation	Salon D	Lead: Kristin W Actions/Decisions: Kandace T. Attendees: L2 Directors
		Remote Coordinates: <ul style="list-style-type: none"> Click to join Lync Meeting (or copy and paste link): https://meet.illinois.edu/herrio/TGN1BY8G US Toll Free: 888 983 3631 Conference ID: 4192372 Click to find international number (or copy and paste link): https://dialin.uillinois.edu/ 		
	60 min	Parallel #4b: Training: new material requests & status update 	Salon AB	Lead: Susan M. Actions/Decisions: Susan M. Attendees: Jay A., Linda A., Maytal D.

		Remote Coordinates: <ul style="list-style-type: none"> Click to join Lync Meeting (or copy and paste link):https://meet.illinois.edu/herrio/6FVG1FP9 US Toll Free: 888 983 3631 Conference ID: 3479049 Click to find international number (or copy and paste link): https://dialin.ullinois.edu/ 		
9:00 AM	60 min	Parallel #5a: XCI - Gathering new requirements & developing use cases Agenda and Notes	Salon D	Lead: JP Navarro Actions/Decisions: Janet B. Attendees: XCI Team; CEE Kelly, Chris, Maytal; ECSS Nancy, Marlon; SPF Dan
		Remote Coordinates: <ul style="list-style-type: none"> Click to join Lync Meeting (or copy and paste link):https://meet.illinois.edu/herrio/TGN1BY8G US Toll Free: 888 983 3631 Conference ID: 4192372 Click to find international number (or copy and paste link): https://dialin.ullinois.edu/ 		
10:00 AM	10 min	Break		
10:10 AM	50 min	Parallel #6a: XCI - Rating customer satisfaction with XCI Services Agenda and Notes	Salon D	Lead: JP Navarro Actions/Decisions: Janet B. Attendees: XCI Team; SP&E: Lorna, et. al.; CEE: Maytal
		Remote Coordinates: <ul style="list-style-type: none"> Click to join Lync Meeting (or copy and paste link):https://meet.illinois.edu/herrio/TGN1BY8G US Toll Free: 888 983 3631 Conference ID: 4192372 Click to find international number (or copy and paste link): https://dialin.ullinois.edu/ 		
	50 min	Parallel #6b: Building connections for education, outreach, student programs, and training EducationConnections	Salon AB	Lead: Bob P. Actions/Decisions: TBD Attendees: Kelly, Susan, Rosie, Jay, Linda, Scott, & Kate
		Remote Coordinates: <ul style="list-style-type: none"> Click to join Lync Meeting (or copy and paste link):https://meet.illinois.edu/herrio/6FVG1FP9 US Toll Free: 888 983 3631 Conference ID: 3479049 Click to find international number (or copy and paste link): https://dialin.ullinois.edu/ 		
11:00 AM	60 min	Parallel #7b: Diversity Forum Diversity Forum Formation.pdf	Salon D	Lead: Linda A. Actions/Decisions: Jay Alameda Attendees: Kelly G., Henry N., Dana B., Lizanne D., Lorna R., John T.
		Remote Coordinates: <ul style="list-style-type: none"> Click to join Lync Meeting (or copy and paste link):https://meet.illinois.edu/herrio/TGN1BY8G US Toll Free: 888 983 3631 Conference ID: 4192372 Click to find international number (or copy and paste link): https://dialin.ullinois.edu/ 		
12:00 PM	15 min	Final Comments & Close	Atrium	

Note

Rich Knepper will be observing and taking notes for his dissertation project at the quarterly management meeting.

If you're interested, there is a [study information sheet](#) available and an [overview of the research project](#).

Rich is very interested in conducting interviews with staff. If you would like to volunteer to be interviewed, please contact Rich.

Generic Slide Template

[XSEDE PowerPoint template](#)