

**CARLETON UNIVERSITY
RESEARCH COMPUTING COMMITTEE
TERMS OF REFERENCE**

Mandate:

The mandate of this committee is to provide advice and guidance on centrally acquired and managed computing and data infrastructure investments to support and advance the research mission of the University.

Objective:

The objective is to identify common needs with respect to infrastructure, hardware, software, and technical support to ascertain critical mass for evaluating the added value of investments, and to pool resources so that efficiencies might be realized. The committee will also advise on significant resource requests from Research Computing Services. This includes the following key responsibilities:

1. Planning and Prioritization
 - a. Acting as a central hub for relevant information from all Faculties for research computing needs
 - b. Analyzing, deliberating and providing guidance on research computing-related proposals, Faculty priorities and other matters seeking central support resources brought before the committee
 - c. Foreseeing future needs that ought to be taken into consideration as new investments are made
 - d. Presenting common needs with respect to infrastructure, software, hardware, and technical support for research based on consultation with the faculty computing support units and seek opportunities to pool resources to make investments that address common needs.
2. Provide policy guidance
 - a. Advise, receive, and review policies regarding research computing
3. Identify and report research computing priorities and funding requirements annually prior to the budget submission process.

Members of the Committee:

- Director, Industry and Partnership Services (IPS), Co-chair
- Manager, Research Computing Services, Co-chair
- Representative from the ISSC (AVP (Strategic Initiatives & Operations))
- 2 Associate Deans on a rotating basis, through nomination from CREAD
- Representative from the Library (appointed by the University Librarian)
- Faculty-based Research Computing Support Representatives (appointed through consultation by the VPRI).
- Up to 3 research computing users from different Faculties (appointed through consultation by the VPRI).

Meeting Schedule:

The committee will meet online or face-to-face once each academic term, or as needed.