

HPC Executive

Terms of Reference

1. To provide oversight for the day-to-day management of the advanced computing facilities of the University of Bristol.
2. To review, devise and provide advice on strategic policy relating to HPC.
3. To identify strategic and/or resource issues for recommendation to the Advanced IT Board.
4. To advise the Advanced IT Board on the development and application of Bristol's HPC facility.
5. To identify resource shortfalls or requirements for recommendation to the Advanced IT Board.
6. To identify, monitor and advise on new opportunities in HPC-based science, HPC research and teaching, academic and industrial collaboration.
7. To advise appropriate University committees on HPC activities.
8. To vet and review applications to use the HPC facility.
9. To monitor, consider and represent the views of the HPC user community.
10. To define and agree management, access and resource allocation policies.
11. To consider financial aspects including fEC charging and cost recovery processes.
12. To consider and ensure financial sustainability of the Facility
13. To build business cases to ensure future funding of the Facility
14. To promote Bristol HPC both inside and outside the University.
15. To provide management advice to the HPC operations team (ACRC) on the running of the HPC facility's computer systems.
16. To promote and facilitate HPC teaching and training.
17. To act as a programme management board for HPC capital projects.
18. To ensure compliance with data security requirements in line with University policy where relevant.

Membership 2017/2018:

Professor Chris Allen, Aerospace Engineering

Dr Rory Bingham, Geographical Sciences

Simon Burbidge, ACRC/IT Services

Dr Dima Aldamen, Computer Science

Dr Simon Hanna, Physics

Professor David May, Computer Science

Professor Simon McIntosh-Smith, Computer Science (Chair)

Professor Adrian Mulholland, Chemistry

Professor Nic Timpson, Bristol Medical School (PHS)

Dr Gethin Williams, Research Computing Manager, ACRC/IT Services

Dr Christopher Woods, Chemistry/ACRC

Mrs Caroline Gardiner, ACRC/IT Services (non exec)

1 member from Estates can attend meetings to advise on facilities management issues as required.

The Executive will have two permanent members, six members drawn from the User Group and other members from Professional Services who are invited to join the Executive. One member drawn from the User Group will be elected as Chair of the Executive.

Two deputies to the Chair will be appointed from within the academic membership of the Executive, on a 3 year tenure. The members of the HPC Executive are responsible for approaching and nominating new members.

Decision making

If a formal decision needs to be made, the members of the Executive will take a vote and the opinion of the majority of members will be carried. More than 50% of the members must be present to provide a quorum before a decision can be taken. The Chair of the Executive has a casting vote if the vote does not produce a majority.

Requests for use of BlueCrystal by external users will be assessed against an evaluation scheme with requests looked at on a case by case basis. If the members of the HPC Executive support the request, this will be submitted to the Advanced IT Board for confirmation; if the members of the HPC Executive are comfortable that a request does not add value, this does not need to be taken to the Advanced IT Board.

Reporting lines

Reports to the Advanced IT Board.

Meetings

Meets once a month or as appropriate.