PMB Minutes

Doc. Identifier:
e-ScienceTalk-PMB-
Minutes-
08032013_final

Date 6/17/13

Meeting	PMB, Telcon
Editor	Catherine Gater
Meeting date	8 March, 2013
Attendees	EGI.eu: Catherine Gater QMUL: Steve Lloyd APO: Andre-Pierre Olivier EGI.eu: Steven Newhouse (joined at 10:45)
Apologies	CERN: Bob Jones
Absent	Imperial: Dave Colling
Distribution	PMB members

1. Minutes of the last meeting

a. No corrections to the previous meeting minutes from 10 January 2013 – minutes approved

2. Actions from the last meeting

ACTION	DESCRIPTION	RESPONSIBLE	DATE	STATUS
20110511:5	Contact EUDAT and ESFRI cluster projects via PMB contacts	Catherine / PMB	Next PMB	Reminder sent about next meeting at EGICF13. **OPEN**
20121008:2	Explore CMS support options with QMUL and CERN for iSGTW	Catherine Gater	Next PMB	Raise at Avisory Board meeting. Offer to pay Xeno for the work. **OPEN**
20130110:1	Work with CERN to establish how much money can be transferred back into the central budget with Adrian's departure for freelancers	Catherine Gater	Next PMB	10k added to central budget in amendment **CLOSE**
20130110:2	Work with QMUL, CERN and Xeno to resolve the non-	Catherine Gater	Next PMB	3k added to central budget in

PMB Minutes

Doc. Identifier:
e-ScienceTalk-PMB-
Minutes-
08032013_final

Date 6/17/13

	responsive server issue for iSGTW during peak loading			amendment. QMUL to buy server **OPEN**

DISCUSSION

20110511:5   Contact EUDAT and ESFRI cluster projects via PMB contacts
- CG to facilitate a meeting at the EGI CF13 through Wouter Los - OPEN

20121008:2   Explore CMS support options with QMUL and CERN for iSGTW
- No response from Xeno after iSGTW board meeting – they are still being paid by FermiLab but are not completing their actions from the board meeting
- Funds are available from eScienceTalk for support from Xeno or elsewhere. The CMS uses an old version of Drupal which is a concern to QMUL but it is still being supported by the community – OPEN.

20130110:1   Budget for freelancers
- 10K added to the amendment budget for freelancers
- Andrew to source freelancers from his contacts
- CLOSE

20130110:2   iSGTW server issues
- 3K added to the amendment budget for freelancers
- QMUL to purchase new higher spec server for iSGTW website
- OPEN

4. Report from PM (see slides at https://www.egi.eu/indico/conferenceDisplay.py?confId=1294)

DISCUSSION

WP1: e-ScienceBriefings

- Move of Zara Qadir to full-time is planned from January to July 2013 - contractual matters dependent on QMUL admin, but budget is available.
- The final e-ScienceBriefing will be on H2020 and include the recommendations made by the EC reviewers about e-ScienceTalk.
- 10th e- Infrastructure Consultation meeting took place successfully in Brussels on 6-7 March. A report will be put together for the EC.
- GridCasts held at CloudScape V and e- Concertation, next ones at CRISP, ISGC and EGI Community Forum
- Training for CRISP members will be held at the CRISP meeting in Villagen with Stefan

DISCUSSION

PMB Minutes

Doc. Identifier:
e-ScienceTalk-PMB-
Minutes-
08032013_final

Date 6/17/13

CG will to confirm the acceptance of the amendment and EC approval of the project extension to the end of July 2013 with the PMB as soon as possible, so that QMUL contracts can be extended.

WP2: GridCafe, GridCast, GridGuide, RTM

GridCafe
- Aim is to provide a complete e-ScienceCity with a new section on data and networks called Data Park by the end of February – running slightly late but in progress
- Traffic to the non GridCafé sites is still low
- The site will be promoted during the last 4 months of the project, using the agreed marketing plan as time allows.
- Move from the old to the new version of the GridCafé site on www.gridcafe.org now complete
- There is still an issue with the CERN version of the GridCafe site giving a page not found error, leading to reduced traffic to the main site.

GridCast
- There is a clash between the CRISP 2nd annual event and ISGC'13, with e-ScienceTalk committed to covering both meetings – Neasan now attending ISGC'13 to assist Zara with ASGC and EGI-InSPIRE financial support
- E-ScienceTalk will send Zara to ISGC and Andrew & Stefan to CRISP.

GridGuide
- GridGuide will be converted into outline content presented via a flat map interface in e-ScienceCity, that can be linked to from the RTM sites.
- A skeleton page for each site will created within the e-ScienceCity site, possibly by an intern.

DISCUSSION
PMB discussed the future of the websites beyond the end of e-ScienceTalk. APO will meet hosting costs beyond July 2013, and will continue to develop the 3D virtual world on a best effort basis. APO can leverage the content that he will provide for the Open Day at CERN in September to improve visibility of the GridCafe and e-ScienceCity.

<mark>**ACTION:** BJ to escalate the dead link on the CERN site to the GridCafe to the CERN IT management.</mark>

WP3: iSGTW

- The iSGTW Editor is still looking into sourcing external contributors, an additional budget of 10K has been added to the central budget in the amendment.

PMB Minutes

Doc. Identifier:
e-ScienceTalk-PMB-
Minutes-
08032013_final

Date 6/17/13

- Issues with workload for the iSGTW Editor due to the level of contribution from the US Desk Editor– to be discussed with the Indiana line management and at the Advisory Board meeting
- After the end of the project, the iSGTW board will review publishing frequency and the amount of content, as the CERN effort will need to drop to 0.75FTE on iSGTW, supported through in kind funding from CERN without project funds – recommend to start this ramp down before the end of the project i.e.beginning of June and propose it at the board meeting in April.
- Budget of 3K allocated to upgrade the server at QMUL
- Urgently need to solve the CMS support issue with Xenomedia before the end of the project

DISCUSSION

NSF has funded the US Desk Editor position. A call was held with Matt Link and Daphne Siefert-Heron at Indiana at the end of January to confirm the editor's duties based on this funding. A copy of the documentation outlining their duties was requested but has not yet been received. The workload for the Editor-in-Chief at CERN is very high as a result of the slow ramp up in the number of articles delivered from the US side. Currently the US side is not covering social media or publishing – holiday and emergency cover for publishing for the CERN Editor by the QMUL team or an intern at CERN is being explored.

ACTION: CG to set up an iSGTW Advisory Board meeting and arrange a further call with Indiana.

DISCUSSION

Discussions on upgrading Drupal to a new version between QMUL and Xenomedia have stalled since the meeting that took place after Christmas. PMB recommends for CG to offer to pay for the upgrade by Xenomedia, so that CMS maintenance can then be transitioned to QMUL. If Xenon are unable / unwilling to do this, a local company could be found.

ACTION: CG to offer to fund an upgrade of the CMS by Xenomedia

WP4: Management

- Please ensure quarterly reporting of funded and unfunded effort (in particular Imperial) to enable an accurate estimate of the remaining funds to the end of the project.
- The consumed project effort has reached the 90% ceiling so no additional funds will be received from the EC
- Pre-financing funds still held by EGI.eu (78K) have been redistributed.
- Final review will be in the first 2 weeks of September, within 2 months of the new end of the project so that travel can be funded by the project.
- Not pursuing further formal MoUs at this stage but will instead point interested projects towards iSGTW.
- The joint ESFRI cluster project meeting suggested at the EGI Community Forum will be pursued by CG.

PMB Minutes

Doc. Identifier:
e-ScienceTalk-PMB-
Minutes-
08032013_final

Date 6/17/13

- DoW amendment submitted this week, letter will be sent on Monday 11th March requesting the extension formally.
- Few staff available to travel, but existing planned events can be covered. New events not expected to be added to the calendar, unless local to partners.
- Budget is underspent overall, perhaps up to 100k, so effort should be reported as a matter of urgency to ensure partners are able to claim their maximum EC contribution by the end of the project.

3. Status of Deliverables and Milestones

Covered in the PMs report.

4. Review of risk register

Risk register reviewed.
R4 (Lack of future funding) - Likelihood increased to 4 from 3 – red risk
R6 (Non optimum working relationship between the iSGTW editors) - Likelihood increased to 4 from 1 – red risk
R12 (Political influence on content) – Likelihood increased to 3 from 2 – amber risk

5. Project Issues

Covered in the PMs report.
No additional issues raised.

6. Sustainability

- After July 2013, paid-for e-ScienceTalk consortium services could include training, but the expected market is not large and delivery will depend on e-ScienceTalk team members remaining available on a freelance basis.
- US funding for iSGTW is for 5 years, CERN support is for 12 months, ASGC unlikely to recruit due to funding issues.
- Earliest date of funding for H2020 projects is now expected to be November 2014 – this leaves a very long gap after the end of e-ScienceTalk to maintain the consortium.
- EGI.eu is prepared to coordinate a follow-on project, led by CG.

DISCUSSION
CG proposes to put together an outline project proposal based on the elements that the EC is looking for in H2020: impact assessment, policy outreach, horizontal actions across RIs and e-Infrastructures, building human capital e.g. training, ambassadors scheme.

The benefits of websites such as iSGTW and e-ScienceCity are in reaching audiences that projects find difficult to reach by themselves e.g. general public, media, policy makers. Projects can link to these sites to explain the impact of their work in a way that is neutral and respected. The web presence should also concentrate on providing dialogue channels, such as GridCast.

PMB Minutes

Doc. Identifier:
e-ScienceTalk-PMB-
Minutes-
08032013_final

Date 6/17/13

==ACTION: CG to put together an outline project proposal for H2020==

7. AOB

No further AOB

9. Date of Next Meeting

Next meeting: May 2013

Summary Action List

No	Description	Responsible	Date	Status
20110127:2	Establish a plan for working with the Digital Library – notify EC of end of support and talk to OpenAIRE+	Catherine Gater / Bob Jones		Closed
20110127:4	Request profile pages based on the SSO database from CESNET and resolve confidentiality issues	Catherine Gater		Closed
20110511:5	**Contact CRISP, ENVRI, BioMedBridges projects for MoU discussions.**	**Catherine / Bob**	**Next PMB**	**Open**
20111018:1	Allocate checking the trademarking and copyright actions to a member of staff.	Bob Jones		Closed
20111018:2	Advertise the translated GridCafé sites to CHAIN, GISELA and SAGrid.	Catherine Gater		Closed
20111018:3	Send an MoU template or letter of intent to NewWorldGrid via APO.	Catherine Gater	Next PMB	Closed
20120117:2	Confirm the approval of the ToR for iSGTW and confirm next Board meeting	Catherine Gater		Closed
20120612:1	Propose an action plan for the GridGuide for approval by the PMB before the PY2 review	Catherine Gater	Next PMB	Closed
20120612:2	Investigate submitting a proposal to the Science in	Catherine Gater	July 2012	Closed

PMB Minutes

Doc. Identifier:
e-ScienceTalk-PMB-
Minutes-
08032013_final

Date 6/17/13

	Society call in July			
20121008:1	Draw up a list of events to be attended by the e-ScienceTalk team during the remainder of the project	Catherine Gater	Next PMB	Closed
20121008:2	**Explore CMS support options with QMUL and CERN for iSGTW**	**Catherine Gater**	**Next PMB**	**Open**
20121008:3	Confirm funding available for a no cost project extension and support from partners for products after this.	Catherine Gater	Next PMB	Closed
20130110:1	Work with CERN to establish how much money can be transferred back into the central budget with Adrian's departure for freelancers	Catherine Gater	Next PMB	Closed
20130110:2	**Work with QMUL, CERN and Xeno to resolve the non-responsive server issue for iSGTW during peak loading**	**Catherine Gater**	**Next PMB**	**Open**
20130308:1	**Escalate the dead link on the CERN site to the GridCafe to the CERN IT management**	**Bob Jones**	**Next PMB**	**Open**
20130308:2	**Set up an iSGTW Advisory Board meeting and arrange a further call with Indiana.**	**Catherine Gater**	**April**	**Open**
20130308:3	**Offer to fund an upgrade of the CMS by Xenomedia**	**Catherine Gater**	**April**	**Open**
20130308:5	**Put together an outline project proposal for H2020**	**Catherine Gater**	**Next PMB**	**Open**