

## High-Performance Computing (HPC) Steering Group

### Terms of Reference

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# University of Hull High Performance Computer Steering Group

## 1. Terms of Reference

The University of Hull High Performance Computer Steering Group acts as a focussed and user-oriented governance group providing strategic and operational direction for the University HPC service.

### 1.1 Responsible for (decisions/actions by the group):

- Establishing procedures for the exercise of its responsibilities;
- Regular reporting to the University Research Computing Group;
- Deciding on appropriate levels of HPC resource allocation;
- Deciding on HPC system upgrade desirability;
- Whether faculty or departmental HPC usage should be migrated to the central HPC service with existing equipment decommissioned, centrally supported and maintained, left in situ;
- Development of the University of Hull HPC Strategy;
- Acting as champions for the HPC Service.
- Creating and supporting a HPC Community at the University through the engagement and involvement of users from across the institution;
- Resolving disputes regarding HPC service operation
- Coordination of HPC events (both internally and externally focussed.)
- Collating and validating evidence of HPC usage that will be used to support future HPC related business cases.

### 1.2 Consulted on:

- Training development proposals;
- Benefits realisation plans;
- Performance management plans;
- HPC procurement activities aligned with the HPC strategy;
- HPC Operational Model
- Service Level Requirements
- Approaches to risk

### 1.3 Informed on:

- Progress with regard to key performance indicators;
- Activities of the HPC User Forum;

## 2. Scheme of Delegation

2.1 The HPC Steering Group may create working groups.

## 3. Appointment of Members of Working Groups

3.1 Members of Working Groups will be appointed by the HPC Steering Group.

## 4. Mode of Operation

- 4.1 The HPC Steering Group will meet at least four times per academic year. These will be calendared a year in advance.
- 4.2 The quorum of the HPC Steering Group shall be not be less than three with at least 1 of the members coming from the HPC Support team or being a senior member of ICTD staff. Academic membership will come from a minimum of two Faculties and will have no more than one member from the same subject area or discipline.
- 4.3 These terms of reference will be reviewed annually.
- 4.4 Minutes will be distributed to the Research Computing Group and the User Forum. Upon approval they will be published to the HPC intranet site. (Currently on SharePoint)

## 5. Composition

- 5.1 The HPC Steering Group shall be chaired by the HPC Systems Manager or, in their absence, by the ICTD member of staff in attendance.

### ***Ex officio members***

- HPC Systems Manager.

### **Appointed members**

- Six members nominated by the HPC user community.

### **In Attendance:**

Secretary: Provided by the HPC Service.

- 5.2 The HPC Steering Group membership shall be reviewed on an annual basis with the HPC user community voting on nominations at their first meeting within Semester 1.