

March 16, 2011

**Research Data Technology Centre  
Advisory Council**

**Minutes from Meeting  
4 March 2011, 3:30-4:30, SSC 2322E**

**Council:**

Roderic Beaujot, Sociology (Academic Director)  
David Bellhouse, Statistical and Actuarial Sciences (regrets)  
Joyce Garnett, Chief Librarian (may be replaced by Eeva Munoz, Associate University Librarian) (regrets)  
Iris Gutmanis, St. Joseph's Health Centre London  
Ted Hewitt, Research V-P (may be replaced by Dan Sinai) (regrets)  
Andrew Nelson, Associate Dean, Faculty of Social Science (may be replaced by Jerry White) (regrets)  
Daniel Edelstein, Academic Director, Branch RDC, University of Windsor (by conference call)  
Chris Robinson, Economics  
Katherine Breward (student representative)  
Moirra Stewart, Family Medicine (regrets)  
Stewart Thornhill, Ivey

**Staff:**

Cynthia Cook, Statistics Canada (Senior Analyst, Regional Supervisor)  
Bradley Corbett, Statistics Canada (Analyst)  
Vince Gray, Data Librarian, Western Libraries  
Mike Houlahan, Statistical Assistant, University of Windsor (by conference call)  
Zenaida Ravanera, Information Officer

**Documents:**

Minutes of meeting of 24 Sept 2010 see  
[http://www.rdc.uwo.ca/Advisory\\_Council/2010924-UWORDC-minutes.pdf](http://www.rdc.uwo.ca/Advisory_Council/2010924-UWORDC-minutes.pdf)  
Budget sheets dated 3 Feb 2011

**1. Minutes of 24 Sept 2010**

The minutes have been approved and posted.  
No business arising.

**2. Budget**

Projected **expenditures** for fiscal 2010-11 (third sheet): Changes made to the direct cost expenditures that were anticipated at the 24 Sept 2010 meeting (budget sheets dated 17 Sept 2010):

- A. The items under "dissemination" are now carried as "secretarial and administrative staff".
- B. Items under supplies, software, computer assistance and computer replacement have been

reduced.

- C. The WAN Annual fees are increased because the ORION invoice is on a calendar basis and the 2011 invoice needs to be paid in fiscal 2010-11.
- D. Note that the cost to UWO (excluding the Windsor Branch costs) of the Statistics Canada Service is increased from \$111,421 in 2009-10 to \$127,414 in 2010-11. Besides the explanations given under Item 2 of the minutes of 24 Sept 2010, it should be noted that part of the 2009-10 salary of the Statistical Assistant was covered through contracts held by Brad Corbett.
- E. The net result is that anticipated total direct costs are reduced from \$166,614 to \$159,894.

Projected **revenue** for fiscal 2010-11 (fourth sheet): Changes made to the revenues that were anticipated at the 24 Sept 2010 meeting (budget sheets dated 17 Sept 2010):

- A. The SSHRC/CIHR amount is changed from \$80,917 to \$85,444 (carry forward of \$19,239 plus an allocation of \$66,205 from the current grant). The amount allocated to UWO/Windsor amounts to 5.14% of total allocation, where we had 4.33% of adjusted dyads and 2.66% of products. The fixed amounts in the above are \$25,000 for UWO and \$7,000 for Windsor. There is also \$750 based on the Windsor partnership fee. The equivalent for a 12 month allocation would have been \$92,193 instead of \$73,205.
- B. Thus the total revenue is changed from \$167,966 to \$172,523.

*Other notes:*

The Ontario RDCs have tried unsuccessfully to have the regional (ORION) annual fees reduced. Possibly University Administrators could seek to reduce these fees for the WAN since ORION already receives funds to cover connectivity.

### **3. Canadian Research Data Centres Network**

*CFI Leading Edge Grant:*

- A. The third component of this grant, for equipment renewal, includes \$14,762 for the server and 7 x \$3,544 for workstations, for a total of \$39,570 to UWO. Since the size needs of servers has increased and the cost of workstations has declined, we are determining whether CFI will allow for the savings on workstations to be used for a more expensive server.
- B. Another important decision involves the question of a thin client approach. It has been decided not to have one thin client network based at Statistics Canada for the whole network. Regional thin client networks are encouraged and being discussed. We are likely not to join a regional thin client network, but we would like to have equipment that would allow for conversion to thin client. Without a thin client, the annual WAN fees (\$8,580) are particularly expensive in relation to the value obtained from having a WAN. Council supported the view that it is best not to be among the first to go to a new system.

*Annual CRDCN Conferences:*

2011: University of Alberta, 4-5 October 2011, with pre-conference day of 3 October: “Coming of Age: The policy impact of an aging population”

see: [rdcconf@library.ualberta.ca](mailto:rdcconf@library.ualberta.ca)

2012: University of New Brunswick, 2012: Poverty, income support and income mobility

*Knowledge Transfer Coordinator:* Heather Juby is retiring and recruitment is underway for a replacement.

*Surveys:*

NPHS cycle 9 will be the last, rather than cycle 10 as had been envisioned. The data will be updated with mortality records and possibly end-of-life care. Iris Gutmanis noted that links with health administrative data would much increase the value of these longitudinal data.

Stewart Thornhill pushes for more business data in the RDCs.

**4. Director’s report**

- A. A grant held in Epidemiology and Biostatistics has purchased an 8<sup>th</sup> workstation, with the understanding that the grant holders have first priority but not exclusive usage of the workstation, and the equipment belongs to the RDC. The 7<sup>th</sup> and 8<sup>th</sup> workstations would be in the conference room of the RDC. A discussion took place regarding the disadvantage of not having a conference room within the RDC. We will ensure that we retain the flexibility of returning to a conference room set up. Another possibility would be to expand into the adjoining room, which was designed for possible incorporation into the RDC. There has been a large influx of new projects. The overtures with the Ivey School have been a huge boost.
- B. From the Statistics Canada Manager’s report, covering Jan-June 2010: UWO shows 142.8 adjusted dyads (or 5.25% of total adjusted dyads), which puts us in 5<sup>th</sup> rank, after Montreal, Toronto, British Columbia and McMaster.
- C. We will replace seven workstations in April, installing deep freeze at that time. The server will also be replaced around the same time, allowing for a unique domain name. Vince Gray noted the importance of providing both back-up and archiving. Cindy Cook indicated that the Statistics Canada RDC Technical Committee is considering these questions of archiving, as well as WAN and thin client. An exit survey would help to determine what should be archived for given researchers. The Statistics Canada committee can also help in the choice of equipment vis-a-vis security questions.
- D. I will be attending the Data Harmonization Roundtable, organized by CIHR, SSHRC and Genome Canada on March 28-29 in Ottawa.
- E. ODESI and OCUL are organising a Health Data Summit on 28 March at University of Toronto. There will be considerable representation from UWO and UofWindsor at the Summit.

F. Christian Dea, Director General, Knowledge and Data Management Directorate, HRSDC, will be visiting Western on 9 March. This will provide opportunity to know more about data plans and to have academic input into associated decisions.

G. Items that remain on the agenda:

-presentation to All Residents' Day for post-graduate physicians: Iris Gutmanis is to determine the timing of this event.

-seek help from Research Services to indicate that we are "open for business"

-pursue coordination of RDC and ICES at Western: Vince Gray, Brad Corbett and Iris Gutmanis were at a meeting where it was announced that the centre will be at Victoria Hospital, opening in 2012. See: ICES@WesternNewsletter and Theresa Hands of London Health Science Centre. Given the high programming costs associated with ICES research projects, Vince Gray suggested that Data Librarians could help through meta data that would facilitate the preparation of proposals.

### **5. Report from Windsor Branch RDC (Daniel Edelstein)**

The Windsor RDC has now one completed project, five are active, and two others are being enacted.

Outreach continues.

GIS has been installed at one station.

The teleconference for the 23 Feb. Statistics and Data series was well attended and well received. Alternatives are being considered to enhance the audio reception.

### **6. Statistics and Data series and Brown Bag series (Zenaida Ravanera)**

Attendance at these series has been good, with numbers ranging from 20 to 47. It was useful to have two of these at Ivey (one in the Brown Bag; one in the Statistics and Data Series).

This form of outreach should be continued, including with faculties of medicine/health and education.

We will see if Heather Juby's replacement could write a press release for the Brown Bag presentations in a similar or different format to the RDC@Western Research Highlights.

We are looking for suggestions on topics and presenters.

The collection of products for the Annual Report will help in locating potential candidates for the Brown Bag Series.

7. **Dates for meetings:** 30 Sept 2011, 9 March 2012, 3:00-4:30 (Fridays)

### **8. Adjournment**