

NOAA High Performance Computing and Communications Committee Terms of Reference

Purpose:

The NOAA High Performance Computing and Communications Committee (HPCC Committee) serves as a resource to establish Enterprise HPCC IT R&D policies and priorities and to promote subject matter expertise in the areas/programs assigned to the committee. The Committee oversees the formulation, selection and execution of NOAA-wide HPCC projects and ensures that the NOAA representative to the White House Office of Science and Technology Policy's Interagency Working Group on Information Technology Research and Development (IWG) has an enterprise-wide view of NOAA requirements to bring to the IWG.

Membership:

- Chair: Director, HPCC Office, William Turnbull, 301-713-9600, (William.T.Turnbull@noaa.gov).
- Executive Secretariat: Michael Kane, 301-713-3575, ext. 200 (Mike.Kane@noaa.gov).
- Members: The CIO of each Line Office, NMAO-and NFA or designee.
 - Advisors: Invited as needed to accomplish the business of the Committee
 - Contact Person: William Turnbull, 301-713-9600
 - Working Groups will be established as required to accomplish the business of the Committee

Roles and Responsibilities:

- Members:
 - Serving as principals will represent the views of their organization on HPCC.
- Committee:
 - Reviews the HPCC Program and advise the Director on NOAA-wide IT R&D requirements.
 - Advises the Director on the HPCC proposal process and priorities.
 - Establishes working groups, as needed to carry out the requirements of the Program.
- Meeting Frequency:
 - Semi-annually. Special meetings will be held as needed at the call of the chair.

Decision-Making Process:

Decisions will be accomplished by consensus (i.e., no one votes thumbs down on an issue). The Chair will strive for consensus on every issue. The chair maintains 51% of the vote, therefore the final decision is made by the Chair when consensus is not achieved. Issues for which consensus is not achieved can be elevated to the NOAA CIO Council through a Council member. The Committee may also chose to elevate significant policy issues for a decision at the Council level.

Charter:

- The NOAA HPCC Committee is established to ensure that all NOAA-wide interests in HPCC are considered by the HPCC Office in the development and execution of the Program and that the Program remains responsive to evolving NOAA needs in IT R&D under the HPCC act of 1991 (P.L. 102-194) et seq. The NOAA HPCC Committee is the advisory and coordinating group at the center of NOAA's HPCC Program. The HPCC Committee reports to and makes recommendations to the NOAA HPCC Office Director.