

By-laws (revised April 2017)

## Open Cloud Institute (OCI)

### Mission statement:

The mission of Open Cloud Institute is to support the development and implementation of degree programs in cloud computing and big data, Support faculty research activities and projects on cloud computing and data analytics and help make UTSA the top choice in Texas for education and research in cloud computing, Set up state-of-the art cloud computing facility for faculty research and educational activities, and Develop collaborations with industry and other academic institutions to bring the latest technologies and extramural funding in cloud computing to the University.

### Organizational Structure:

Initial staffing will consist of a Director and two Chief Research Officers (Assistant Directors) for the major activities: research, education, and outreach; and industrial operations. A system administrator will manage the UTSA Cloud hardware and make them available to support faculty research and educational activities. Additional system administrators will be hired as the demand for the UTSA Cloud grows. The system administrators from the Office Information Technology may be used to fill any temporary needs.

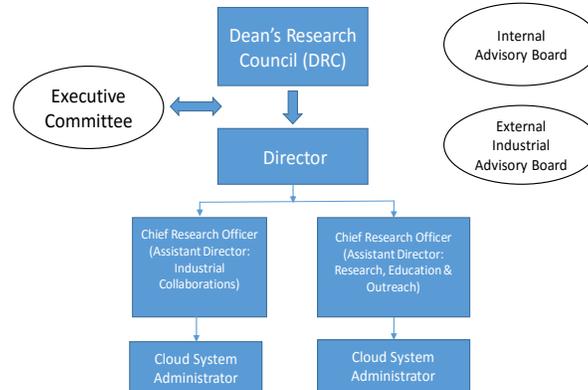


Figure 2: Organization of Open Cloud Institute

### Executive Director:

- **Eligibility:** tenured or tenure-track faculty members are eligible to serve as the Executive Director of the institute. The Executive Director will be appointed by Dean's Research Council with recommendation from the EC. The OCI Executive Director reports to the Dean's Research Council through the EC.
- The Executive Director is a member of the executive committee and retains full voting rights.
- The responsibilities of the OCI Executive Director include:
  - Provide leadership for the Institute.

- Represent the Institute to the UTSA administration (departmental, college, and university), the public, and other organizations that have dealings with the Institute.
- Review the overall operations of the Institute. Interact with Institute members and execute decisions regarding the Institute on behalf of the executive committee and the Institute.
  - Provide fiscal and budgetary oversight and reconciliation for the Institute.
  - Hire and supervise administrative personnel of the Institute.

**Chief Research Officers (Assistant Directors):**

- Up to two Chief Research Officers (Assistant Directors)—one addressing the industrial collaborations and the other focusing on research and educational activities will be appointed by the OCI Director with consultation with the EC and approval by the DRC.
- Eligibility: Chief Research Officers (Assistant Directors) of the institute may be a tenured/tenure-track faculty member or someone with suitable credentials and experience.
- The Chief Research Officers (Assistant Directors) are members of the executive committee and retain full voting rights.
- The OCI Assistant Directors, along with the OCI Executive Director, comprise the ***OCI Directorship***.
- The responsibilities of the Chief Research Officers (Assistant Directors) include:
  - Maintain day-to-day operations of the Institute as delegated by the Executive Director.
  - Assist the Executive Director of the Institute.

**Executive Committee (EC):**

An executive committee (EC) will support the Director’s and Chief Research Officers (Assistant Directors) role in the operation of the institute and development of research, education, opportunities for partnerships and policy matters. The EC will represent the Deans from the College of Business, Sciences and Engineering and a representative from the Office of the Vice President of Research. All the members of the OCI Directorship are also members of the Executive Committee. The general review of funds and programmatic activities of the OCI will be coordinated by the OCI Directorship via The Office of the Vice President for Research.

**External Industrial Advisory Board (EIAB):**

The External Industrial Advisory Board (EIAB) comprises of domain experts from industry and private organizations. The EIAB will meet annually to review OCI performance and to provide advice to the Director on industry related-initiatives, research activities, as well as possible new opportunities for partnerships. Members of the EIAB will be nominated based on their domain expertise by the EC and will serve in three-year terms.

## Membership of the OCI:

OCI members will be drawn from (1) UTSA tenure or tenure-track Faculty members; (2) UTSA Research Faculty and (3) Adjunct faculty members. Members should have an interest in cloud computing or other areas relevant to the mission of the OCI. Prospective members will be asked to submit a statement of interest which will be reviewed by the OCI Directorship. Prospective members may also be asked to present a research seminar demonstrating how their research aligns with that of the OCI. Members are expected to submit grants and contracts related to the OCI mission through the institute. A formal statement will be provided by the OCI staff to identify the grant and/or research as being supported by the OCI. These statements are required to be a part of all intellectual work supported by the OCI. The OCI membership will meet a minimum of once per year to discuss OCI research, education and partnership activities. In addition, the OCI will sponsor an annual conference showcasing its research, educational, and partnership accomplishments, when schedule and funding allows.

The types of membership supported by the OCI are as follows:

- Full Member: Tenure or Tenure-Track Faculty from UTSA. Full members have the benefit of eligibility in student scholarship and fellowship funding when made available by the OCI. Full members are expected to meet minimum activity levels associated with the promotion or creation of intellectual works (research paper and/or grant submissions) in collaboration with the OCI.
- Student Member: UTSA students may become OCI Student Members by completing a membership application form and submitting to the OCI staff for review, and being sponsored by an OCI Full Member. OCI Student Members are eligible for sponsored support in the form of scholarship or fellowship. The OCI Directorship will oversee the review process, along with committee members chosen from the OCI Executive Council. OCI Student Members selected for funding will be required to participate in intellectual works as agreed to by the sponsoring UTSA Full Member and the OCI Directorship. Availability of scholarship and/or fellowship support is subject to the available funding of the OCI.
- Adjunct Members: Personnel at external academic or research focused organizations can submit for adjunct membership in the OCI. As with Full Members, Adjunct membership is reviewed by the OCI Directorship for acceptance. Adjunct members are encouraged to participate in research activities in collaboration with OCI, but there are no minimum requirements. All intellectual products of collaboration (research papers and/or grant submissions) are required to contain the official support statements provided by the OCI staff.
- Industry Members: Industry members represent a strong support or collaboration between OCI and an industrial/commercial organization. An industry member may participate in OCI collaborative research activities by directly sponsoring research, by participating in collaboration activities or by showing support for the research through a formal letter of support. Criteria for establishing and maintaining industry membership are subject to review by the OCI Executive Council.