Memorandum of Understanding

This document outlines the agreement between the Berkeley Research Computing (BRC) program and the Department of XX to provide an Instructional Computing Allowance (ICA) for computing on Savio associated with Prof. Jean Doe’s course Computational Foo.

The BRC ICA is provided in the context of an active partnership between the Dept and BRC, wherein both parties agree to specific roles and responsibilities and associated activities:

- **Dept/Prof. Doe** agrees to name a front-line point-of-contact (specified below; this point-of-contact for a course will generally be a course GSI) who will attempt to resolve issues and questions from students.
  - Students will not contact BRC staff directly (via email, telephone, or in person) with issues.
  - All issues that cannot be resolved locally by the point-of-contact or other Dept faculty or staff, will be raised by the point-of-contact through normal BRC issue channels (e.g., brc-hpc-help@berkeley.edu).
  - For this Dept/Prof. Doe ICA, the point-of-contact will be Sandy Bar.
  - If Dept/Prof. Doe wishes to change the point-of-contact, the new person must have sufficient training and/or experience with high performance computing in Savio to support the students, and must be approved in advance by BRC staff before the change can be made.
  - Bulk account creations (e.g., a student list) will be requested at least 2 weeks before they are required for use.
  - If there are ongoing problems with students contacting BRC directly rather than going through the point-of-contact, BRC reserves the right to terminate the agreement, canceling the allowance and deactivating student accounts.

- BRC agrees to provide an allowance of 200,000 Service Units for use on the Savio computing cluster, and up to 10 associated accounts for trainees. BRC will provide standard support to the point-of-contact, including resolution of access issues, etc.
  - The allowance will expire at the end of May 2017. If Dept/Prof. Doe requires additional resources for AY 17/18, a renewal application can be submitted in May 2017.
  - The point-of-contact is responsible for monitoring the activity against the allowance and ensuring any policies about individual usage. As a default, BRC will impose per-job time and core-count limits and per-user number of job limits to avoid situations where one trainee accidentally uses a large fraction of the allowance in a short period of time, but these limits could be relaxed based on consensus of BRC and Dept/Prof. Doe.
  - BRC staff will support the point-of-contact at a comparable level to researchers on Savio, subject to the guidelines describe on our website: [http://research-it.berkeley.edu/services/high-performance-computing](http://research-it.berkeley.edu/services/high-performance-computing).
  - The student/trainee accounts on Savio will be disabled when the allowance expires, unless a renewal agreement has been approved.

This agreement is understood to be a pilot, to work through issues in supporting instruction with BRC resources. The solution described for limiting job-time and core-counts is a simple bridge solution for the term of this MOU and cannot provide all the features that might be desired; BRC hopes to replace it with a more robust solution for Fall 2017, provided we can identify the needed development resources. Dept / CGRL staff will work with BRC staff during the term of this MOU to clarify requirements for monitoring student usage under an ICA.

Patrick Schmitz
BRC Program Director, UC Berkeley

Jean Doe
Dept / UC Berkeley