

Renata, McCoy
Supported Projects: ACME, PCMDI

Quarterly Report for October 1, 2015 – December 31, 2015

Quarter Accomplishments:

- Set direction, developed agenda, coordinated and organized the Fall ACME Leadership meeting in Albuquerque, NM [November 2015]
 - This meeting was focused on planning and required all group leads to prepare material ahead of the meeting - I set up goals for each session, expectations from chairs and homework assignments for all Group Leads for several sessions on planning for:
 - Features expected in ACME v1.0 Alpha model
 - Procedures for the production run for the three target hi-res experiments
 - Procedures and planning for model testing to reach a stable coupled climate model to achieve ACME v1.0 Beta
 - Planning on tuning the coupled model to produce the production code for ACME v1.0 coupled runs
 - Planning for v2.0 new features
 - First planning for the target experiments for the ACME v2.0
- Set up (with Dean) quarterly plan with epics and tasks for all group members of ACME Workflow Group, converted the plan into JIRA tasks (trained and tasked Tanya to do that), devised a plan to reconcile the planning and working procedures in ACME Workflow Group [November – December 2015]
- Designed, developed, implemented and documented Request Hub for ACME as a solution and procedures for cross groups request handling throughout the distributed ACME project and between distinct Groups within the Project [October 2015]
- Developed templates, set up due dates, and implemented the Quarterly Reports from all ACME Group Leaders as well as all Tasks Leaders for the DOE BER program manager [November 2015]
- Successfully evaluated and trained Tanya Reshel as a climate modeling assistant in managing Confluence and JIRA [October - December 2015]
- Managing and supporting all aspects of Confluence and JIRA web and online task tracking cloud version software [October - December 2015]
- Responsible for all productivity tools for ACME – renew gotomeeting license for ACME [December 2015]
- Designed and developed Confluence templates and defined procedures for Code Review (design document; unit, verification and validation testing; and integration into ACME code base) for ACME model, then implemented it (trained Tanya in creation of appropriate templates and documentation) and supervised the process, and continue monitoring to ensure proper procedures and documentation for ACME code.

Next Quarter's Roadmap

- Planning for upcoming Advisory Committee Meeting in late February [January -February 2016]
 - Prepare agenda, set up sessions, chairs, set the goals and possible homework for All Group Leaders
 - Prepare Confluence meeting pages for all sessions
 - Help in organization of the meeting
- Compile and Provide Quarterly Reports for Year 2 Quarter 2 (Y2Q2) to ACME Program Manager in DOE BER [mid January 2016]
- Start working on the paper on agile software development in scientific community [February 2016]
- Develop and deploy the publication application for ACME, this will include both proposed paper (which will be one of the main thrusts in ACME in the upcoming year) as well as submitter papers, both by ACME, collaborators and others, to device a database where one can find out what papers are being proposed, what data will they use, what model configuration, what feature are they examining, etc. [January 2016]
- Take a leadership class online or in person, or watch an inspiring leadership training [January – March 2016]
- Monitor the assembly of ACME v1.0 alpha code and react to any potential problems [January – March 2016]
- Monitor resources to make sure we are ready for production experiments [January – March 2016]
- Establish procedures for documentation on testing of ACME v1.0 alpha to make sure all the new features had been exercised and tested in the coupled system [January 2016]
- Establish procedures and documentation on tuning of ACME v1.0 Beta [February - March 2016]
- Establish an ACME wide process flow for the running the production experiments, together with approval process and retention of documentation on each step of the process [March 2016]
- Planning and organization of ACME All-Hands Meeting [March 2016]
- Continue supporting Confluence and JIRA and giving tasks to Tanya to maintain the online cloud documentation and productivity tools for ACME [January – March 2016]
- Monitor ACME Workflow group to achieve the unity in planning and working in JIRA, which will help all the members of the Workflow Group to understand priorities and the every team's work [January – March 2016]
- Work with Dean on setting up next quarter plan and 12-month roadmap for the ACME Workflow Group [February 2016]
- Maintain and monitor Request Hub and Code Review process to any new v2.0 feature

Resources Required to Achieve Goals