

Hewlett-Packard Consortium for Advanced Scientific and Technical Computing Users Group (HP-CAST)

Charter

The Hewlett-Packard Consortium for Advanced Scientific and Technical Computing Users Group (HP-CAST) will work to increase the capabilities of large-scale, parallel scientific and technical computing, to promote the exchange of information and understanding of these systems, and to provide guidance to HP on the essential development and support issues for large-scale technical systems.

Background

HP-CAST is the result of the agreement made in Santa Fe, New Mexico, on the 20th of March of 2003 to merge three Users Groups:

- 1) The Compaq Alpha Scientific and Technical Users Group (CAST), created at Oak Ridge, Tennessee, in the Fall of 2000 by:
 - a. CEA/DAM.
 - b. Lawrence Livermore National Laboratory.
 - c. Los Alamos National Laboratory.
 - d. Oak Ridge National Laboratory.
 - e. Pittsburgh Supercomputing Center.
 - f. Sandia National Laboratory.
 - g. Wright Patterson Air Force Base/ASC.
- 2) The US's High Performance Computing User Group (HPCUG), created at Dallas, Texas, in the Spring of 1994.
- 3) The Hewlett-Packard's High Performance Computing European User Group (HP²EUG), created at Krakow, Poland, on the 20th of October, 1994.

Rules

Article 1. HP-CAST Membership

1. Membership in HP-CAST is by institution. A multi-site institution is represented as a single HP-CAST member.
2. Each HP-CAST member institution has a single vote on all HP-CAST activities and motions.
3. HP-CAST members must have a signed and current non-disclosure agreement with HP.
4. Applying institutions are required to either have a large system, or have entered into a contract to have a large system delivered to their site within one year.
5. To retain active status as a HP-CAST member site, institutions must maintain a large system configuration. The size of the configuration must not drop below that required to be considered for initial membership. If the system configuration changes significantly at any member institution, that institution's status as an active member will be reviewed and reconsidered by a vote of the remaining HP-CAST membership. If the result of the remaining HP-CAST membership vote is to remove a specified site from HP-CAST, then that institution shall be removed from membership roles and will not be permitted to attend HP-CAST meetings and participate in HP-CAST discussions.

Organizations that are removed as member institutions shall be reconsidered for future membership at which time they again meet membership criteria and apply to join HP-CAST.

6. A member institution may remove itself from HP-CAST by request of the site representative to the HP-CAST Secretary.

Article 2. Affiliates

1. An affiliate is an institution that is providing solutions to enhance HP-CAST members use of systems for scientific and technical computing, but is not a member of HP-CAST or does not otherwise qualify for membership.
2. Hewlett-Packard (HP) is an affiliate of HP-CAST, not a voting member institution.
3. HP-CAST affiliates must also have a signed and current non-disclosure agreement with HP.
4. An affiliate institution may remove itself from HP-CAST by request of its representative to the HP-CAST Secretary.

Article 3. Criteria for New HP-CAST Member and Affiliate Applications

An institution that wishes to join HP-CAST must electronically submit a written application to HP-CAST that provides the following information about their institution and its activities:

1. Name of institution.
2. Location of institution.
3. URL for institution (if available).
4. Institution representative for HP-CAST (includes name, mailing address, e-mail address, telephone, and fax).
5. Each of the following criteria factor equally into the evaluation of a new application. An applying institution should describe its capabilities and activities that address each of the criteria:
 - a. Institutional commitment on scientific/technical computing with a focus on large parallel computing.

- b. Specify the type of activities and contributions the institution plans to have in HP-CAST.

- c. *Member applications only:* Operates one or more large systems installed at their site that are used for large, parallel scientific/technical computing applications. Describe each system and the applications.

Article 4. Process for New HP-CAST Applications

1. New member and affiliate applications are to provide all of the information specified in HP-CAST Article 3. The application is submitted to the HP-CAST President who will send it to the HP-CAST Board of Directors for a vote.
2. The evaluation of a new member application is based upon the combined strength against all of the criteria in HP-CAST Article 3.5.
3. The HP-CAST Secretary will collect the votes and notify applicants of the outcome.
4. New members and affiliates will be introduced by e-mail to all institution representatives.

Article 5. Officers and Elections

1. The Board of Directors of HP-CAST will consist of three officers, four regional directors, and one HP liaison, with no voting rights.
2. The officers will be President, Vice President, and Secretary.
3. The President of HP-CAST will preside over HP-CAST meetings and conduct all votes.
4. The Vice President of HP-CAST will serve in the absence of the President and will coordinate the organization of the meetings.
5. The Secretary of HP-CAST will conduct all correspondence with other organizations and maintain the minutes of all meetings.
6. The regional directors positions represent:

- a. North America.
 - b. Europe.
 - c. Asia/Pacific.
 - d. At Large.
7. Officers and directors will serve two-year terms, elected in alternative years.
 8. Officers must be elected by a plurality of those voting, except the HP liaison who will be directly nominated by HP.
 9. The Board will approve membership applications, meeting sites, their agenda, and conduct other business of the organization as needed.
 10. A quorum shall be any four members including two officers.
 11. The directors and the HP liaison can delegate their attendance to the Board meetings.

Article 6. Voting

1. The institutional site representative shall be the voting member. Any mail vote must be sent to all voting members. Voting may be conducted among voting members at regular meetings.
2. Written or electronic notification shall be supplied to the HP-CAST President to change an existing institutional representative.
3. Mail votes shall be taken on elections and changes to the Charter.
4. Votes will succeed by a plurality of those voting.
5. A quorum shall be two Board of Directors members plus representatives from at least half of the current member sites.

Article 7. Meetings

1. The Board of Directors shall organize at least one meeting per year, preferably in spring. The meeting shall consist mainly of talks and discussions of interest to member sites relating to advanced scientific or technical work on HP computers.

2. The Board of Directors shall nominate for each meeting a program chair and a local arrangements chair to assist the Vice President in organizing the meeting.
3. The program chair shall collect the proposals for presentations from members and affiliates and elaborate the agenda to be approved by the Board.
4. The local arrangements chair shall coordinate the operation of the meeting facilities (hotel, lunches, coffee breaks, banquet...) and the registration process.
5. Meetings will be held as determined appropriate by the Board and members of HP-CAST.
6. Attendance at meetings will be open to members, affiliates, and others determined appropriate by the Board.
7. Attendance at a meeting requires a signed and current non-disclosure agreement with HP which will be verified by its liaison to the Board.
8. The Board shall set the attendance fees for each meeting and shall circulate the agenda to all members at least one calendar month before the meeting.
9. Any money left over for a meeting shall be used solely to further the object of HP-CAST.

Article 8. Alterations and Interpretations

1. No alteration may be made to the Articles except at a General Meeting called for this purpose.
2. The Board shall circulate to each member any proposed alteration to the Articles at least one calendar month before the meeting.
3. Any matter not dealt with the Articles shall be dealt with by the Board of Directors according to the spirit of the Articles; their decision shall be final.
4. There should be provision for the winding-up of the organization.