*CAaRRAY/CAintegrator*

Meeting Minutes

Meeting Date: 06/11/2013

Meeting Location: Online/Remote

Approval:

Recorded By: Michael Hunter

# Attendance

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Organization** | **Present** |
| Abe Evans-El |  | 5AM |  |
| Brian Hughes |  | Terpsys |  |
| Cuong Nguyen |  | Terpsys |  |
| Don Swan |  | Terpsys |  |
| Henry Schaefer |  | ESAC |  |
| Ishwar Chandramouliswaran |  | NCI |  |
| Jacob Mensah |  | Terpsys |  |
| Jill Hadfield |  | NCI |  |
| JJ Pan |  | NCI |  |
| Juli Klemm |  | NCI |  |
| Larry Brem |  | SAIC-F |  |
| Marina Omelchenko |  | ESAC |  |
| Mervi Heiskanen |  | NCI |  |
| Mike Hunter |  | 5AM |  |
| Sarah Elkins |  | TerpSys |  |
| Shine Jacob |  | ESAC |  |
| Sudha Chudamani |  | SAIC-F |  |
| Ulli Wagner |  | SAIC-F |  |
| Xiaopeng Bian |  | NCI |  |
| Yeon Choi |  | TerpSys |  |

# Meeting Location

Building: N/A

Conference Line: 1-800-366-7242 pc: 75 811 08

Web Address: <https://cbiit.webex.com/cbiit/j.php?ED=212705637&UID=1338641927&PW=NNjhmYWEzOGQ0&RT=MiMxMQ%3D%3D>

Meeting Number: 739 041 806

Meeting Password: caA\_caI

# Meeting Start

Meeting Schedule Start: 2:00 pm

Meeting Actual Start: 2:0X pm

# Agenda

* Ongoing Development:
  + caArray:
    - 2.5.1 RC2
      * *Marina confirmed the fix for the issues with splitting large imports with no MAGE-TAB file included.*
      * *The appscan has been requested (*[*TASKMGT-5914*](https://system-requests-test.nci.nih.gov:7443/jira/browse/TASKMGT-5914)*) and is queued for when the release candidate is deployed.*
        + *28th on the Queue, with 5 active ahead*
    - For the [current iteration](https://wiki.nci.nih.gov/pages/viewpage.action?pageId=133267636):
      * Winston confirmed that the 2.5.1 installer will upgrade the DB appropriately, so we will:
        + *Remove the build target for the upgrader*
        + *Confirm that the documentation is up-to-date*
      * This week Winston will:
        + Investigate/plan the CSM/UPT upgrade
        + Investigate/plan the move from the DB to the file system
    - 2.5.2 Release
      * Focus on C&A review
        + Prior documentation

Mike has been in touch with Maki to locate the documentation in Subversion

* + - * + Confirm the FISMA POAM items in Jira

Mike has been in touch with Maki to confirm/update the list of issues Juli identified

Once the documentation has been located, Mike will map documentation to the items in Jira to get more specificity around the requirements

* + caIntegrator:
    - *QA testing for 1.4.1 RC1:*
      * *84/89 regression tests completed so far*
        + *59 passed*
        + *8 failed (some are partial passes)*
        + *Remaining: SSO tests, and Installation tests*
      * *Still about half way through testing the new issues from the release notes.*
        + *Mike, Abe, and Marina met today to vet the issues and scope the list down to those that are testable and belong in the Release Notes.*
      * *QA issues*
        + *15 issues identified to date*
        + *7 confirmed resolved so far*
    - Mike completed the automated portion of the Section 508 scan last week. The remaining manual checks will be completed by June 18th.
    - *1.4.1 RC2:* 
      * *A new release candidate will be deployed today.*
      * *A second appscan will be requested after Marina finishes regression testing the fixes.*
    - The [current iteration](https://wiki.nci.nih.gov/display/caIntegrator/v1.5+-+Iteration+1) focuses on performance improvements and testing under load.
* User Support:
* Systems:
* Documentation:
  + Last week, Jill and Mike reviewed the TRANSCEND-related comments and suggestions captured in [ARRAY-2640](https://tracker.nci.nih.gov/browse/ARRAY-2640).
  + Before starting on a “Data Submitters Quick Start Guide”, per Jill’s recommendation, this week Mike will review videos developed by the Molecular Analysis Tools Knowledge Center (MAT KC) that describe how to submit data:
    - caArrayDemo-001 [How to load MAGE-TAB data into caArray](https://wiki.nci.nih.gov/download/attachments/42832153/CaArray_Demo_MAGE-TAB_Data_Upload_4_Revised_2.wmv?version=1&modificationDate=1307943151000" \t "_blank)   
      This video provides a step-by-step guide to load a microarray expression dataset in the MAGE-TAB format into caArray. It describes pre-requisite information before the upload, explains each step of the process, and showcases the end result of the data load.
    - caArrayDemo-002 [How to Use caArray to Share Pre-Publishing Data](https://wiki.nci.nih.gov/download/attachments/42832153/Sharing_Prepublished_data_508_compliant.ppt?version=1&modificationDate=1350268476000" \t "_blank)   
      This presentation provides a step-by-step guide to grant read/revoke access for an unpublished experiment to other caArray users. It is useful for those who are seeking to publish their works and need to meet the increasing demand for making their pre-publishing microarray data available to reviewers in a MIAME compliant format. 2009/12/14: Starting in caArray 2.3, public visibility is managed under **Permissions**.
    - caArrayDemo-004 Using caArray: [Uploading Array Design File](https://wiki.nci.nih.gov/download/attachments/42832153/Array-design-file_508_compliant.ppt?version=1&modificationDate=1350268459000" \t "_blank)   
      This presentation provides a step-by-step guide to uploading an array design file into caArray.
    - Juli noted that these were created pre-2.5.0, so they may be close to obsolete. There have been a lot of changes since then.
    - Use of caArray for submitting data has gone down significantly, so we need to scope the data submitters guide appropriately.
      * Focus specifically on TRANSCEND needs.
      * Mike will provide an LOE before starting on any new documentation.
* Update from App Support:

# Meeting End

# Meeting Schedule End: 3:00 pm

Meeting Actual End: pm

# Action Items

The latest state of all action items is always available here: <https://github.com/NCIP/caarray-docs/blob/master/project_management/caArray_caIntegrator_Action_Items.xlsx>

|  |  |  |  |
| --- | --- | --- | --- |
| **Action** | **Assigned To** | **Date Created** | **Status** |
| 27. Get sample data files from Sarah Davis/TRANSCEND team. | Eve Shalley | 1/24/2012 | On Hold (I-SPY2 data not yet available) |
| 82. Hold a meeting with Jacob Shine, Juli Klemm, Ulli Wagner, and JJ Pan to plan the caArray 2.5.2 release and the caIntegrator 1.4.2 release. | Mike Hunter | 5/14/2013 | In Progress |
| 83. Run Section 508 scan on caIntegrator QA Tier. | Mike Hunter | 5/14/2013 | In Progress |
| 88. Schedule meeting with Eve and Tabitha to discuss performance and usability. | Mike Hunter | 5/28/2013 | In Progress |
| 90. Review the MAT KC videos related to data submission (links provided by Jill). | Mike Hunter | 5/28/2013 | In Progress |
| 91. Provide Eve Shalley a summary of the changes in the next releases of caArray and caIntegrator | Mike Hunter | 5/30/2013 | Complete |
| 92. Discuss the documentation update process | Mike Hunter / Jill Hadfield | 6/4/2013 | Assigned |
| 93. Find the past FISMA documentation and confirm the tracker issues | Mike Hunter | 6/4/2013 | In Progress |
| 94. Add a %FTE column to the project plans and populate it going forward | Mike Hunter / Shine Jacob | 6/4/2013 | Assigned |

# Decisions Made

# Next Meeting

Next Meeting: Online; 6/18/2013 2:00PM-3:00PM