

ANALY482 MEETING MINUTES WITH SPONSOR(S)

Date:	20 December 2016
Time:	16:30 – 17:30
Venue:	Library L3 Office
Attendees:	SMU: Dina, Song Rui Sponsor: Aaron, Nazimah
Absentees:	SMU: Lu Ning
Agenda:	<ul style="list-style-type: none"> • Sign NDA • Data collection from Library

S/N	Things Discussed/Done	Remark
1.	Profile each database based on user profiles (faculty, program, year), number of requests, popular requested item on different timescales (e.g. by hours in the day, days of the week, weeks)	We can profile databases by doing K-mean clustering analysis. This would provide information on the usage pattern of each database. It would help decision makers understand who use each database and what kind of data they request. Grouping databases into clusters captures the characteristics of each database. Putting data on timescales would help us identify the peak periods for requests to each database.
2.	Analyze database similarity in term of requested resources	The motivation behind this objective is the assumption that there might be databases that provide similar resource sets (or certain database is a subset of another), and reducing investment into one of them will bring economic benefits without compromising the overall resources provided for the users. This can be derived from database profiles, by comparing databases on the “requested item” dimension.
3.	Per-request cost for each database	If we have the current subscription scheme for each external database, we can further calculate the per-request cost for each database, and advice on possible change of subscription scheme.

Item Due (Team)/Action(s)
Deadline: End of week 1. Update sponsor on how the progress of the proposal.