



Users Executive Committee meeting minutes for February 24, 2017

The meeting began at 8:30. Attendees were:

UEC: Minerba Betancourt, Frank Chlebana, Sowjanya Gollapinni, Sarah Lockwitz, Ed Kearns (chair), Georgia Karagiorgi, Carrie McGivern, Eric Prebys, Louise Suter, Tammy Walton, Thomas Strauss, Joseph Zennamo

Lewis-Burke: Ben Preis, Leland Cogliani

FSPA: Rui An, Wes Grange

Users Office: Griselda Lopez

Directorate: Nigel Lockyer, Tim Meyer, Hema Ramamoorthi, Stephany Unruh

Communications: Katie

Chair's Report

Ed reported. There were no new requests or items to report since the last meeting. Dear Users: please feel welcome to engage the UEC and its subcommittees on!

Fermilab Student and Postdoc Association

Rui reported. FSPA is focusing on the New Perspectives conference; the poster will be available soon. Registration is open at:

<https://indico.fnal.gov/conferenceDisplay.py?confId=13745>

Government Relations Sub-Committee

The Washington trip will take place March 29-31. In total 56 participants will go. The first planning meeting took place on Feb 1st, the second on Feb 24. The first primary assignment is complete; everyone is expected to setup his or her meetings. 369 meetings were assigned, 165 primaries are still missing and will be filled prioritized on the committees the members represented. The trip material is getting finished and looks very good. A phone is scheduled for March 2 to discuss what the top-level 'ASK'.

<https://indico.fnal.gov/conferenceDisplay.py?confId=13756>

<https://indico.fnal.gov/conferenceDisplay.py?confId=13904>

Quality of Life Sub-Committee

ERRATA: It was stated wrongly in the previous minutes that a food committee is established. This committee WILL be established soon, in case of question please contact John Hatfield hatfield@fnal.gov

Minerba reported: The housing allocation committee (HAC) defined a policy for the dorm room allocation. For 2017 the following priorities have been established: 10 rooms

for international visitors, 2 rooms for undergraduate programs, 18 rooms for laboratory based programs, the remaining 30 rooms are filled on a first come, first serve base. The main focus further on will be the house and apartment assignment. The agreement with Candlewood Suites continues into this year, last year 101 rooms were booked of which 38 had more than 30 days of stay. The feedback was positive. Candlewood will help to place more than one person per apartment if feasible, to lower individual cost. For reduced rates in hotels and pre-negotiated long-term stay options in the area visit: <https://fermipoint.fnal.gov/service/TravelSystem/SitePages/Lodging%20Near%20Fermilab.aspx>

Following up on the cafeteria survey, the food options now have combo and vegetarian options, the salad bar is more environmental friendly as ceramic plates can be used to select food.

The Quality of Life subcommittee is in the progress of reviewing its charge and setting priorities for 2017. The webpage will soon host a feedback form available to everyone. The problem of office space and meeting room allocation was raised and discussed at length.

Report from the Directorate

Tim reported. The Housing Allocation Committee is set up to allow a more democratic approach to the dorm rooms and apartments and houses allocation on-site. Feedback on the housing process is *encouraged* and should be sent Stephany Unruh stephany@fnal.gov and Tim Meyer (meyertim@fnal.gov).

Q/A: It was asked if Fermilab could arrange that hotel charges for Candlewood Suites or other preferred hotels could be charged directly to Fermilab Task Codes without involving travel estimates and reports (as is possible with dorm rooms, when there is space). Directorate will investigate this.

TM's column on export control has sparked comments. TM clarifies that most of our work is NOT subject to export control, but that as a DOE lab we obliged to follow the rules. Additionally Fermilab is starting to pursue more and more industrialization opportunities, for example with IARC.

Q/A: It was remarked that an overview webpage for all committees at Fermilab might be useful to have, to identify points of contact. Katie Y. pointed us to:

<http://news.fnal.gov/fermilab-at-work/committees-councils/>

There are some re-organization efforts in FNAL, streamlining the TD/AD accelerator support, training of younger personnel, information will be made available via Fermilab Today.

Report from the Outreach Sub-Committee

Sowjanya reported. There is good progress in the outreach committee. After initial meetings the sign up form has been developed and should be implemented soon. There will be different forms for mentors and volunteers, depending on the program.

Q/A: It was strongly suggested to check with legal counsel the stored data product in this database, there are very strict requirements when race and gender are concerned, especially for EU citizens.

Outreach events will be promoted in future all hands meetings, via this UEC minutes and potentially in an outreach fair and there was request for time at the Users Meeting. Saturday Morning Physics has a new webpage and lecture format, with larger emphasis on hands-on experience and discussion time. The diversity of the speakers was improved. In the future SMP hopes to partner with schools to increase attendees diversity and target minority students. To reward attendance SG suggest a pipeline of SMP attendees into FNAL programs like TARGET.

Report from Washington

Leland and Ben reported. Rick Perry will be the next secretary of energy (note: he was confirmed on March, 2). The President's Budget request will be a "skinny budget" with top line numbers and not much detail. A more detailed request is expected in May. Due to this, for FY17, we expect to have a continuing resolution. The goal is to include an anomaly to support funding for LBNF. The appropriation process is delayed, due to the change of administration and wait for nominees to be confirmed.

The Department of Energy Research and Innovation Act has passed the house and is in the senate now. The bill would formalize the inclusion of P5 report into the office of science planning and direct the office of science to ensure international collaboration, neutrino research, dark energy and dark matter research.

<https://www.congress.gov/bill/115th-congress/house-bill/589/titles?overview=closed>

User Meeting Sub-Committee & 50th anniversary

Sarah reported. The URA travel grant was submitted to support travel for 10-12 students. The meeting agenda has to be shorter, as we have only one day. Sarah will talk with appropriate division heads to ensure a broad slice of the community is represented. Vendors will be present in the atrium, due to constrained space (800 attendees, fire marshals' restrictions) less than the 19 vendors from last year will be able to join. The budget is tight and we have to look for additional revenue options. The Poster Session had 40 posters last year and attracted extra audience with the combined dessert and coffee bar. This year, we will have more limited space and likely no extras. The call for abstracts for posters is open; the deadline is April 1st. The list of PhD students will be obtained via the library service. A reminder will be send to spokesperson and division heads to ensure the submission was done by the PhD

students, else they will not be featured in the booklet. The Posters are in print and will be distributed shortly. More than 280 registrants in total have registered for the User Meeting and Symposium. There are limits on the amount of internal and external registrants. **Register early!**

<https://indico.fnal.gov/confRegistrationFormDisplay.py/display?confId=12923>

Minutes drafted and signed by Thomas Strauss and Ed Kearns