



Users Executive Committee meeting minutes for July 13, 2018

The meeting began at 8:00 am CT. Attendees were:

UEC: Sowjanya Gollapinni (Chair), Leo Aliaga-Soplin, Fernanda Psihas, Gavin Davies, Jiyeon Han, Carrie McGivern, Sarah Demers (remote), Brian Nord, Thomas Strauss and Tammy Walton.

Directorate: Tim Meyer

Washington: None

FSPA: Xuan Chen and Midhat Farooq (remote)

Users' Office: Kim Pearce

Global Services: Griselda Lopez

Indico Agenda Page: <https://indico.fnal.gov/event/17457/>

Chair's Report

Sowjanya Gollapinni reported.

- Next UEC meeting is August 10. The meeting in September will be decided once the 6 new UEC members are elected. Nominations for UEC are open with a deadline of July 25.
- On the UEC election timeline, a suggestion was made to start the elections after the next UEC meeting, so nominations can be discussed. Another suggestion was made to open the nominations as early as May to give more time for nominations and also to have a full nominal timeline for the year; a UEC calendar posted on the website with important dates was also suggested.
- The topic of whether the nominees have to be scientists or engineers was brought up and there was agreement that any user should be able to run for election and doesn't have to be a scientist or an engineer.
- A new agenda item "Open Floor" is introduced as a standard item for every meeting. This time gives the opportunity for members to communicate their thoughts or give a message to the rest of the UEC. Messages are not debatable.

Web Admin Report

Gavin Davies reported. Gavin and the Procedures task force had a meeting to discuss the task of updating and posting policies on the UEC website; also where they should go and how to keep track of changes. The proposal is to create a "Policies" page that will have a list of policies. Each policy will be saved as a separate file and version tagged to keep track of changes.

Report from the Directorate

Tim Meyer reported.

- Chris Fall, Incoming Director Office of Science is visiting the lab on July 19th and visiting South Dakota the day before. The lab is excited for this visit and is preparing well.
- There will be an Annual Lab Plan Briefing with the DOE during mid-July. In terms of the lab strategic planning, there will be discussions on how to mitigate scenarios such as a continuing resolution and how to keep the projects going without disruption.
- At the South Dakota far site, Fermilab has increased the permanent staff and started assigning responsibilities. Patrick Weber is appointed as leader for the new South Dakota Services Division. Tim suggested UEC to contact Patrick and develop interaction to provide input from the users' perspective for the far site.
- Lab is continuously looking to improvise the user experience; it seems the bike share program is going well, but the zip car program has not been popular. Encourage users to use the available facilities.
- Construction for Global Services on the ground floor is progressing.
- We are living with Code of Conduct now. People are identifying situations and giving their thoughts/observations which is good. We encourage people to continue to give their feedback.
- **Q:** *For the physics research facilities, e.g. test beam and irradiation facility, people would like to use an easy-to-use DAQ system. What input UEC can get from users to improve resources and help in this direction?*
A: For Quality of Life and non-work related experience, the contact point is Griselda Lopez (Global Services). For technical and programmatic considerations, Joe Lykken who is the Chief Research Officer is the contact (also include Mandy Rominsky (test beam coordinator) and Josh Frieman (PPD head). Discuss with them. The Physics Advisory Committee (PAC) will be the last resort.
- **Q:** *How are facilities for users evolving at South Dakota?*
A: We have a host lab working group looking into this. Currently, it is mostly workers who are at the far site, soon there will be users. So, we have started to think about housing, establishing safety and security. We are actively working with the housing office to discuss housing options in South Dakota.
- **Q:** *Any progress on the front of lab access restrictions to international users?*
A: This continues to be a challenge across the government not just at DOE. Staffing in DOE is now available to process the files but internal guidance on how to address the requests is still being developed. This will take some time. Meanwhile, continue to identify situations and let us know so we can address them.
- **Q:** *UEC sent out the community letter (DPF, SLUO, USLUA, UEC) to congress asking for FY19 HEP budget of \$1.01 Billion (senate mark). Ben Kallen noted that the Supreme Court nomination might impact the appropriations. Any comment on that?*

A: That is great. Supreme Court justice nominations may or may not impede the process. Chris Fall's confirmation vote could have a positive impact. Let's hope for the best.

Report from Washington

Ben Kallen (Lewis-Burke Associates) reported via email.

FY 2019 Appropriations:

- Both the House and the Senate have passed their respective "minibus" appropriations packages which are comprised of three bills including the FY 2019 Energy-Water Appropriations bills. Leadership in both chambers have named conferees who will then work to resolve differences between the two packages with the goal of producing a final piece of legislation that can pass both houses and be signed into law by the President. For reference, conferees are listed below:

Senate:

- Richard Shelby, Appropriations Committee Chair (R-AL)
- Lamar Alexander, Energy-Water Subcommittee Chair (R-TN)
- John Boozman (R-AR)
- Steve Dains (R-MT)
- James Lankford (R-OK)
- Patrick Leahy, Appropriations Committee Vice Chair (D-VT)
- Dianne Feinstein, Energy-Water Subcommittee Ranking Member (D-CA)
- Brian Schatz (D-HI)
- Chris Murphy (D-CT)

House:

- Rodney Frelinghuysen, Appropriations Committee Chair (R-NJ)
 - Mike Simpson, Energy-Water Subcommittee Chair (R-ID)
 - John Carter (R-TX)
 - Ken Calvert (R-CA)
 - Jeff Fortenberry (R-NE)
 - Chuck Fleischmann (R-TN)
 - Jaime Herrera Beutler (R-WA)
 - Scott Taylor (R-VA)
 - Nita Lowey, Appropriations Committee Ranking Member (D-NY)
 - Marcy Kaptur, Energy-Water Subcommittee Chair (D--OH)
 - Peter Visclosky (D-IN)
 - Tim Ryan (D-OH)
 - Debbie Wasserman Schultz (D-FL)
- The UEC has drafted a conference letter urging appropriators to include \$1.01 billion for HEP in the final Energy-Water bill, consistent with the Senate mark. This level of funding is necessary for accommodating necessary increases for major construction projects like LBNF/DUNE while also protecting HEP Research activities.
 - The appropriations process has generally moved more swiftly during this cycle than it has in recent years. However, it is likely that the Supreme Court nomination may impede quick resolution of FY 2019 appropriations since the Senate will have to

concentrate on debating and potentially confirming a new Supreme Court justice.

- As a reminder, UEC should continue to document scientific accomplishments that help achieve P5 goals. These examples are useful for advocacy and often serve to build support for HEP in Congress. As a recent example, these accomplishments formed the basis of language contained within the Senate's FY 2019 Energy-Water bill recognizing the importance of P5 to advancing particle physics research.

Government Relations Sub-Committee

No report. A question was raised if members have been proactive in the process of keeping in touch with the congress and if any conferees listed by Ben are those we met during our DC trip. Carrie and Fernanda suggested that it would be good to prepare a format for this and have a list of things to do across the full year to keep up communications. They will present more thoughts at the upcoming meeting.

Quality of Life Sub-Committee

Frank Chlebana reported.

- Feedback form is not getting much input. Need to improve communication and advertise. The Meet & Greet is a great communication tool. Most feedback was received by chatting with people. We should continue doing it moving into the new term.
- Going forward we can rely more on the feedback form to better understand what concerns users have and what areas need attention
- We started preparing a detailed survey for all UEC topics, but was taking too long to converge. So, included a subset of QoL questions along with the Users Survey. The questions had a simplified format asking users to rate facilities on a scale of 1 to 5. A detailed questionnaire will be prepared in the future and can link it from the UEC webpage as an "open" survey.
- Some of the recent discussions suggested that UEC can focus to help facilitate the users physics programs. E.g. understanding the needs for the test beam and irradiation facility such as providing an easy-to-use DAQ at the test beam. It would be great to get users feedback on this.
- Zipcar is not getting enough usage. Couple of options include moving the Zipcar to Wilson Hall or moving the car outside the Batavia road to allow public to use it. The latter requires Zipcar and lab approval. If the usage continues to be low, the program will be canceled. UEC strongly encourages users to take advantage of the Zipcar program.
- The Bike Share program has been popular. There are a total of 12 bikes and has 225 total active users; total rentals since the start of the program is 1080; plan to buy more bikes and/or more racks; the Badging Office is collecting suggestions for placement of additional racks.
- Pub/User Center is opening for special events: World Cup Opening; FSPA will assist with identifying future events.
- Upcoming events at the Users Center include Paint Night, Trivia Night, Bags Tournament, and other fun activities.

Outreach & Education Sub-Committee

Brian Nord reported.

- Gavin Davies will follow up on coordinating more activities for science communication training as there was a lot of momentum coming from the Users Meeting. The initial goal is to see if something can be set up for the summer interns at the lab. Leo suggested organizing science communication training in other languages (e.g. Spanish).
- The survey from the Users Meeting science communication training session was mostly positive; people wanted more time and more small group interactions.
- Sarah Demers is continuing to work on the user volunteer database.

Users Meeting Sub-Committee

Jiyeon Han and Leo Aliaga-Soplin reported.

- Jiyeon prepared a survey for the Users Meeting after incorporating input from the UEC and Communications Office. The survey is in Survey Monkey and can be accessed from here: <https://www.surveymonkey.com/r/5RCGPMX>. The deadline for the survey is Monday, August 6. Users are strongly encouraged to fill out the survey to help UEC improve the meeting next year.
- Leo wrote an article summarizing the Users Meeting along with commentary from the Directorate, UEC Chair and the Users Meeting sub-committee. Leah Hesla (thank you!) from the Communications office helped edit/review the article. The article is now posted on Fermi at Work: <http://news.fnal.gov/2018/07/kicking-off-fermilabs-next-50-years-the-51st-fermilab-annual-users-meeting/>

FSPA Report

Xuan Chen reported.

- FSPA conducted a survey on New Perspectives and received 19 responses as of July 13th. One of the main comments received was to make the talks more comprehensive. The Career panel and the Diversity & Inclusion (D&I) panel received good reviews.
- The FSPA website is updated to include D&I events, career panels and a resources page. A suggestion was made to archive D&I talks.
- Upcoming events: Invitation from Argonne on “Academic job search prep” (July 25th) and “Private Job Search Prep” (Aug. 29th); Badminton tournaments in July;

Voting on UEC Policies (closed session)

Sowjanya Gollapinni chaired the session. The policies that were voted on can be found on Indico: <https://indico.fnal.gov/event/17457/contribution/10/material/slides/0.pdf>. The focus for the policies is the sub-committee chair policy. The policy passed partially: Sub-committee chairs are voted into the office with a simple majority of the UEC membership and deputy sub-committee chairs are appointed by the relevant sub-committee chairs.

Minutes drafted and signed by **Sowjanya Gollapinni**.

Upcoming Events:

- Fill out Users Meeting Survey (deadline Aug. 6):
<https://www.surveymonkey.com/r/5RCGPMX>
- UEC nominations due: July 25th
http://uec.fnal.gov/wp-content/uploads/2018/06/FNAL_UEC_NOMINATION_FORM-2018-20.pdf
- Invitation from Argonne:
 - July 25th: Academic Job Search Prep
 - August 29th: Private Sector Prep

Regular reminders & useful links:

- Housing options can be found at:
<https://fermipoint.fnal.gov/service/TravelSystem/SitePages/Lodging%20Near%20Fermilab.aspx>
- Offsite housing Candlewood Hotel reservation:
<http://www.candlewoodsuites.com/redirect?path=hd&brandCode=cw&localeCode=en®ionCode=1&hotelCode=CHIWI&rateCode=ILY71&PMID=99502056&corporateNumber=000118397>
- Frontier Pub webpage: <https://www.facebook.com/thefrontierpub/>
- Frontier Pub new menu:
https://fermipoint.fnal.gov/organization/os/FESS/web_docs/Shared%20Documents/FrontierPubMenu.pdf
- Rental car information: <https://get-connected.fnal.gov/users/services/>
- UEC user feedback form: <http://uec.fnal.gov/uec-feedback-form/>