

DUNE IB Meeting – 16 August 2017, Fermilab

Present: 54 institutions (sign-in sheet; number on Zoom not recorded)

R. J. Wilson (chair)

Call to Order

- Agenda items

Approval of Minutes – 17 May 2017

- Approved; no objections or corrections.

Consideration of applications from new institutions:

- Korea Institute of Science and Technology Information
 - o Presented by I. Yeo
- Universidade Federal de Sao Carlos
 - o Presented by F. Marinho
- Harvard University
 - o Presented by Roxanne Guenette
- Otterbein University
 - o Presented by N. Tagg
- Universidade Nacional de Asuncion
 - o Presented by J. Molina
- University of Florida
 - o Presented by I. Furic
- INFN-Bologna
 - o Presented by S. Bertolucci
- Universita del Genova/INFN
 - o Presented by Marco Pallavicini
- Universita del Salento/INFN Lecce
 - o Presented by Paolo Bernadini
- Laboratori Nazionali del Sud
 - o Presented by Piera Sapienza
- University of Dallas
 - o Presented by Will Flanagan

Consideration of applications from senior personnel at existing institutions

- Francesco Terranova, INFN Milano Bicocca

Discussion and vote on Applications:

- Spokespeople are aware of any previous issues from prior discussion with IB Chair.
- Approved to admit all presented groups and new senior personnel by consensus.

Actions since last IB meeting

- Future Collaboration meetings.
 - o Meeting dates are set for Jan – 18 (CERN) and May-18 (FNAL). September dates and meeting length at FNAL are to be finalized.

- Discussion of meetings outside of FNAL to be discussed at Jan 18 IB meeting.

Governance of the DUNE Collaboration (GDC) Review

- Presentation by Governance Review Committee (GRC) chair L. Whitehead Koerner; see posted slides for more detail.
- Discussion Items:
 - Membership of Collaboration
 - Maintenance of the list – who is overseeing
 - Remove “maintained by IB chair”
 - Need to be added “how the list is maintained”
 - Important to include LBNF mention
 - Eligibility: “contribute” is vague, should be more specific.
 - Will be rewritten with input listed above.
 - Option to remove institution or spokesperson is a current right. Does IB want to have the ability to also remove a collaborator instead of an institution?
 - This would be a “behavioral” removal; for inactivity or actions damaging to the collaboration.
 - Is “fact finding” stage needed? This is not clear.
 - Process is too vague.
 - Consensus: The IB representative has responsibility for membership at the institution; consultation with spokespersons should occur.
 - Clarification needed if IB rep controls the list but approvals are required at a high level by whomever is maintaining the list.
 - Require motions to be seconded in IB meeting.
 - Clear consensus for yes.
 - Removing an IB chair, should we have the right to remove as with spokespersons, institutions, etc.
 - Use similar language as for spokesperson removal.
 - Removal proposed to the IB?
 - Language is fine, but person running this should not be the person initiating the request - spokesperson should chair the removal discussion/vote.
 - Number of proposers too low? Low on purpose. However, we are a different collaboration from when we first started, the rules need to be reflected the collaboration as we grow. Removal threshold should be reviewed.
 - “Quorum” needs to be defined better (throughout the Governance document).
 - The role of the spokesperson committee
 - Primary questions:
 - Level of filtering/down-selection of nominations list to produce a short-list of candidates to appear on the ballot.
 - Host director’s role in the process.
 - Down-selection – should the committee be able to filter based on interviews and consultation with the DUNE community as was done for the last election?
- Comments:
 - Do you want the search committee to be actively involved in the process; will ensure they will take their role very seriously?

- Active involvement necessary to produce a highly qualified candidates list – this is a very high-profile position on the international stage.
- Filtering criteria not clear.
- Option A gave the committee discretion putting a slate forward.
- The language may need to be revised but neither A or B covers the need.
- Incumbent on IB chair to appoint highly-qualified committee.
- Informal vote on filtering:
 - Anyone with more than 3 nominations from the collaboration appears on the ballot - 11
 - Committee is empowered to make filtering decisions – 17
- To get more input, the GRC will do an online straw poll on this question before the next IB meeting.
- Explicit approval of host director to approve spokesperson selection.
 - FNAL is the host lab and should have input in the selection.
 - FNAL controls the process and the DOE approved LBNF/DUNE Management Plan (MP) is explicit about director approval of the spokespersons.
 - May not be necessary that it be stated explicitly in GDC if the collaboration is uncomfortable with the language but cannot be contradictory to the LBNF MP.
- A revised GDC based on this feedback and further discussion by the committee will be presented for vote at the next IB meeting.

AOB

- Draft DUNE Code of conduct has been posted in docdb. Will be discussed and acceptance vote at the next IB meeting.
- Next IB meeting will be during the CERN collaboration meeting January 2018.