

# Chair's report

Sowjanya Gollapinni (UTK)

UEC meeting

November 17, 2017

# Meeting Etiquette & Guidelines - I

1. **Raise hands:** Raise hands if you want to say something.
2. **Share the air.** If you have been dominating the discussion or participating disproportionately, let others participate. Alternatively, if you haven't said much, you are encouraged to participate more.
3. **Lean into discomfort.** Discussions about racism, sexism, heterosexism, cissexism, and ableism often require us to examine issues that we do not want to talk about. However, the most progress is often made by leaning into our own discomfort so that we are able to address what needs to be addressed.
4. **Use “both/and” rather than “either/or” thinking.** When confronting complex issues, the use of "either/or" thinking often oversimplifies situations and makes it more difficult to resolve conflicts. In contrast, "both/and" thinking allows us to recognize that truths are multifaceted and to come up with more options.
5. **Respect the preferred pronouns of others.**
6. **Recognize that intent ≠ impact.** We can generally assume that nearly all of us are coming into this meeting with good intentions. However, sometimes we end up saying or doing something that is hurtful even when we have good intentions.

## Meeting Etiquette & Guidelines - II

1. **Be aware of power dynamics in the room.** A frequent occurrence in discussions is that members of historically overrepresented groups often dominate the discussion. We should ask ourselves the questions: Who is talking the most? Who is asking the most questions?
2. **Speak to your own experience.** Using “I” or “we” statements often helps with avoiding generalizations and also the dynamic of explaining back to someone about their own oppressions they face.
3. **Be aware of intersectionality.** The most common practice in diversity efforts is to focus on a single dimension of identity. This approach leaves behind, for example, women of color who are impacted by the intersection of racism and sexism.
4. **Discuss the message, not the messenger.** Focus discussion and commentary on what is being spoken, not who is speaking. For example, identifying a statement as racist, rather than the person making the statement.
5. **Oops, ouch.** Part of having these conversations is messing up. If you say something that is hurtful or problematic and you realize it, you can say “oops” to acknowledge it and then try again. Alternatively, if someone else said something hurtful or problematic, then you can say “ouch” which serves as a marker that there is something that needs to be discussed further.

# Webpages & mailing lists

- Sub-committee webpages still needs updating
  - update them as soon as you can.
  - Take help from Web master Gavin.
  - Web master news?
- Sub-committee mailing lists needs to be populated as well.
  - See my talk from last week for more details:  
<https://indico.fnal.gov/event/15478/contribution/1/material/slides/0.pdf>
- UEC News article:
  - Leah Hesla is working on it (thanks, Leah!).
  - In addition to thanking old officers and introducing new officers, will include what was achieved in the past year and some future plans and projections.

Questions/concerns on any of this?

# Sub-committee memberships and Deputies?

- Are Deputy roles for each sub-committee finalized?
  - Users' meeting: [Gavin & Jiyeon?](#)
  - Outreach & Education: [Leo?](#)
  - DC trip: [Fernanda?](#)
  - Quality of Life: [?](#)
- Are sub-committee memberships finalized?
- Need to finalize this so we can move on with activities and planning.
- Also, please update webpages accordingly.

# Reflection on the Strategic Planning Workshop?

- From the responses I got, Sowjanya, Leo, Jiyeon, Joseph, Gavin and Tammy attended the workshop.
  - Joseph kindly served as the UEC liaison for the meeting. Thanks, Joe!
  - Feedback/comments from the meeting?
- My reflection
  - I found the user input/perspective/role missing in the meeting. E.g. the talk on “Building for Science” has many aspects relevant to the work done by the UEC.
  - A talk by UEC would have been appropriate for this occasion.
  - Is user input being integrated into the current planning process?
  - I also think, in general, UEC (or users) has minimal involvement in the planning of scientific and experimental program of the lab. We don't sit in any discussions/committees related to this.

# Improving interaction b/n Users & UEC

- In the current model, except for the monthly minutes and Users' meeting, there is very minimal interaction b/n users and UEC
- Last week, I proposed organizing social (or formal?) events (over food & drinks) to provide a forum for users to interact face-to-face with UEC officers
  - Meet & Greet (like FSPA); UEC social (or office) hours; Events with themes; Town hall style discussions etc.
- The directorate agreed and will provide financial support for such events.
  - Ideas on how we should organize these events? Frequency? Themes?
  - Need to get “real users” to come not just employees. How do we achieve this?
  - Will need to show that these are useful before we form a structure.
- My suggestion:
  - First event: Meet & Greet. When do we do this?
  - Second event: more formal? Invite someone to attract attention.
  - Collaborate with FSPA to get to real users

# Need to better advertise the existence of UEC

- FSPA has this nice brochure in the Users' office. It would be nice to have one for UEC as well.
- As part of information that new users get? Other ideas?

**FSPA**  
Fermilab Student & Postdoc Association

**Who are we?**

The Fermilab Student & Postdoc Association (FSPA) represents the community of all young researchers at Fermilab, including all Summer students and interns.

**What do we do?**

We host social events throughout the Summer. And, we're a great resource that's available to you if you've got any questions or problems while you're at Fermilab. Be sure to subscribe to our mailing list, [fnalgrad@fnal.gov](mailto:fnalgrad@fnal.gov), and like us on Facebook to keep up to date on all of the goings on this Summer!

**2015/2016 Officers**

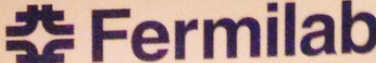

Sebastian Aderhold, Mateus Carneiro, Rob Fine, Elena Gramellini, Cindy Joe, Nitin Yadav

Contact: [fspa\\_officers@fnal.gov](mailto:fspa_officers@fnal.gov)

**New Perspectives**

If you arrive at the lab before June 13, you should attend New Perspectives, which is a conference for, and by, young researchers in our community. It's a great opportunity to learn about the Fermilab scientific program, and to network with young people at the lab.

Like us on Facebook and subscribe to [fnalgrad@fnal.gov](mailto:fnalgrad@fnal.gov)

 **Fermilab**  Fermi Research Alliance LLC



# Special Topics on Today's Agenda

- Report from Katie Yurkewicz (Communications office) on summary of Fermilab 50<sup>th</sup> year activities and Open House event
  - Lot was done on outreach; focus on user participation; what can we learn?
- User awareness of various policies
  - Special talks from D&I (Sandra Charles) and Benefits managers (Jennifer Gondorchin) on what policies exists. (We will hear from our HR partner next time).
  - How can UEC collaborate to improve user awareness of the existing policies?
  - [Thanks to Griselda for arranging these talks!](#)
- Code of Conduct Update & Discussion
  - Directorate found our feedback very useful, especially comments on reorganization and clarity.
  - A new version is under works and will be distributed to UEC once available.
  - Expect this to be an iterative process

## Friday, November 17, 2017

- |               |  |   |
|---------------|--|---|
| 08:00 - 08:30 | Continental Breakfast 30'  | ▼ |
| 08:30 - 09:00 | Chair's report 30'<br>Speaker: Prof. Sowjanya Gollapinni (University of Tennessee, Knoxville)  | ▼ |
| 09:00 - 09:15 | Benefits: policies & discussion on user awareness 15'  | ▼ |
| 09:15 - 09:30 | D&I: policies & discussion on user awareness 15'<br>Speaker: Sandra Charles (Fermilab)         | ▼ |
| 09:30 - 10:00 | Report on the 50th year & Open House 30'<br>Speaker: Dr. Kathleen Yurkewicz (Fermilab)         | ▼ |
| 10:00 - 10:30 | News from the Directorate 30'<br>Speaker: Timothy Meyer (Fermilab)                             | ▼ |
| 10:30 - 10:45 | Break 15'  | ▼ |
| 10:45 - 11:00 | Thoughts on Policies & user awareness 15'<br>Speaker: Ms. Fernanda Psihas (Indiana University) | ▼ |
| 11:00 - 11:15 | FSPA report 15'  | ▼ |
| 11:15 - 11:30 | News from Washington 15'<br><i>Leland Cogliani, Lewis-Burke</i>                                | ▼ |
| 11:30 - 11:45 | Users' meeting report 15'<br>Speaker: Tammy Walton (Fermilab)                                  | ▼ |
| 11:45 - 12:00 | Outreach & Education Report 15'<br>Speaker: Dr. Brian Nord (Fermilab)                          | ▼ |
| 12:00 - 12:15 | Quality of Life Report 15'<br>Speaker: Frank Chlebana (Fermilab)                               | ▼ |
| 12:15 - 12:30 | D.C. Trip Report 15'<br>Speaker: Dr. Joseph Zennamo (University of Chicago)                    | ▼ |