

Executive Board Proposal v2

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IB Meeting

16th February 2018

Context

- **Previously agreed to reconfigure EC for construction phase (EC meeting 27/3/2017)**
 - There was general consensus that this was the right model for ~2020.
 - Subsequently, LBNC recommended moving to this model as rapidly as possible
- **More detailed discussion following LBNC recommendations (EC meeting on 16/8/2017). Agreed:**
 - To move to the new EC structure as early as practically possible, which is likely to be during the first half of 2018. An outline draft proposal would be presented to the Institutional Board in January. A formal proposal would be developed following IB feedback. The aim would be to have the new structure agreed prior to the next round of scheduled EC elections.
- **Received initial feedback on slides posted for January IB meeting**
 - Modified the plan to account for comments
- **Today we would like agreement in principle from IB**
 - Will then draft proposal for governance document and management plan

Motivation/Guiding Principles

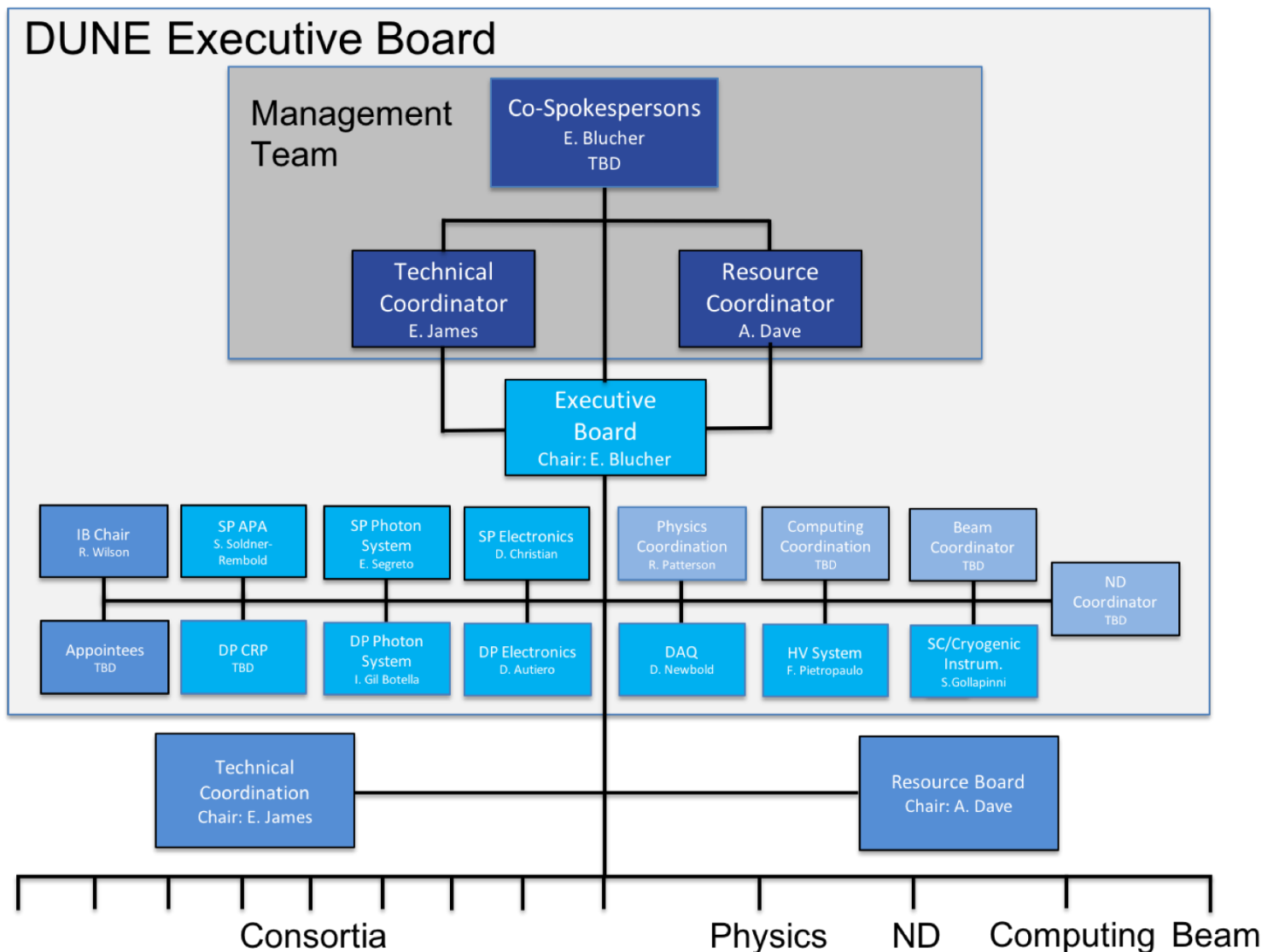
- **Aims**

- Increase collaboration engagement/buy-in into decision making
 - We will have some difficult decisions ahead of the TDR
 - Collaboration leaders (consortia, physics, computing) need to be part of process
- Improved communication
 - Get leaders of all main DUNE activities in the “same room” on a regular basis
- Clearer/more-transparent decision making
 - All collaboration decisions flow through Executive Board
 - Implies more formal reporting from Technical Coordination and Resource boards
- More formal management
 - We will soon be executing a \$100M+ construction project with multiple international partners; need to sharpen overall collaboration management, move away from “ad hoc”

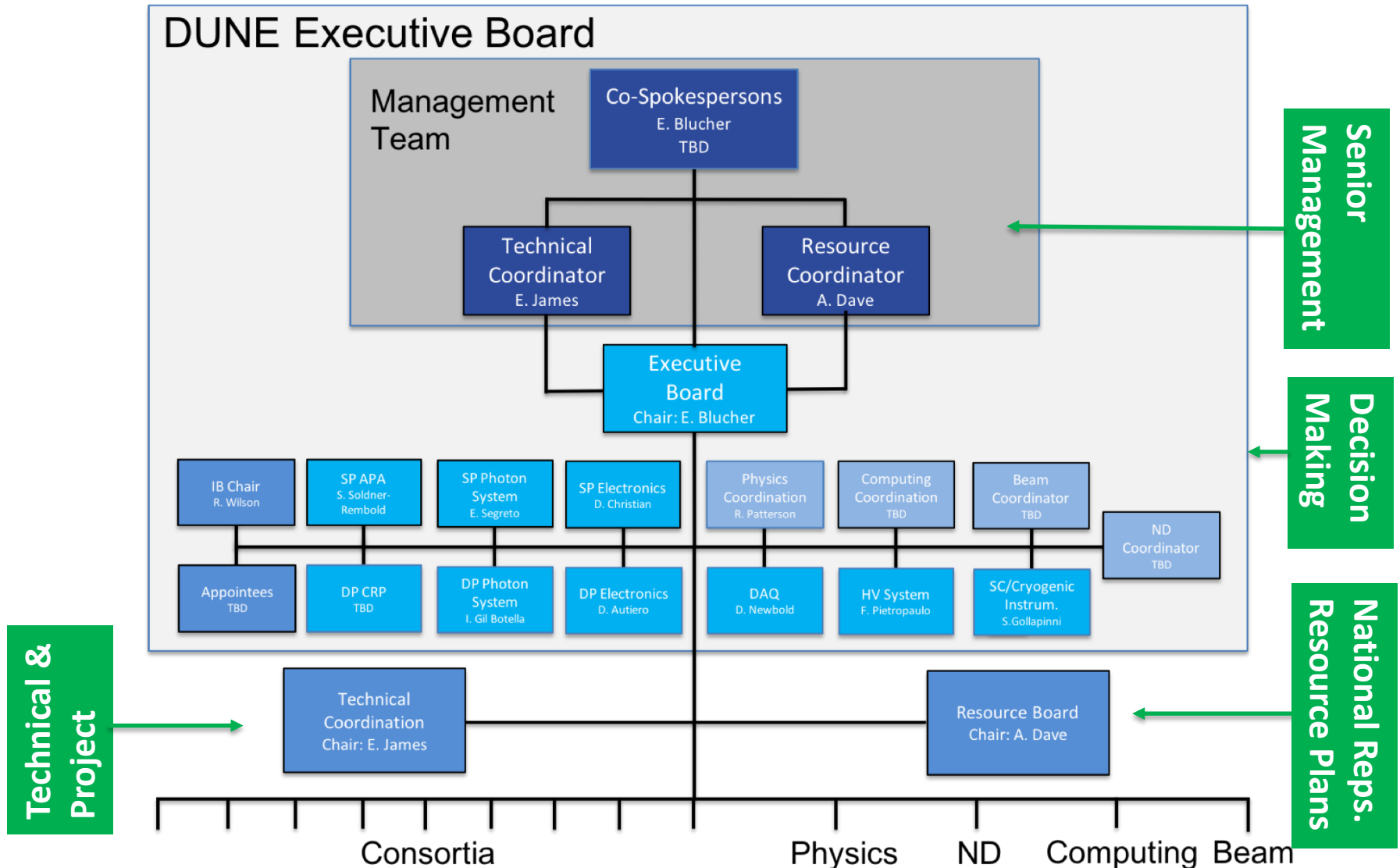
- **Scope**

- Not just a change to EC membership, but change in management model

Proposed Management Structure



Proposed Management Structure



Some details: EB

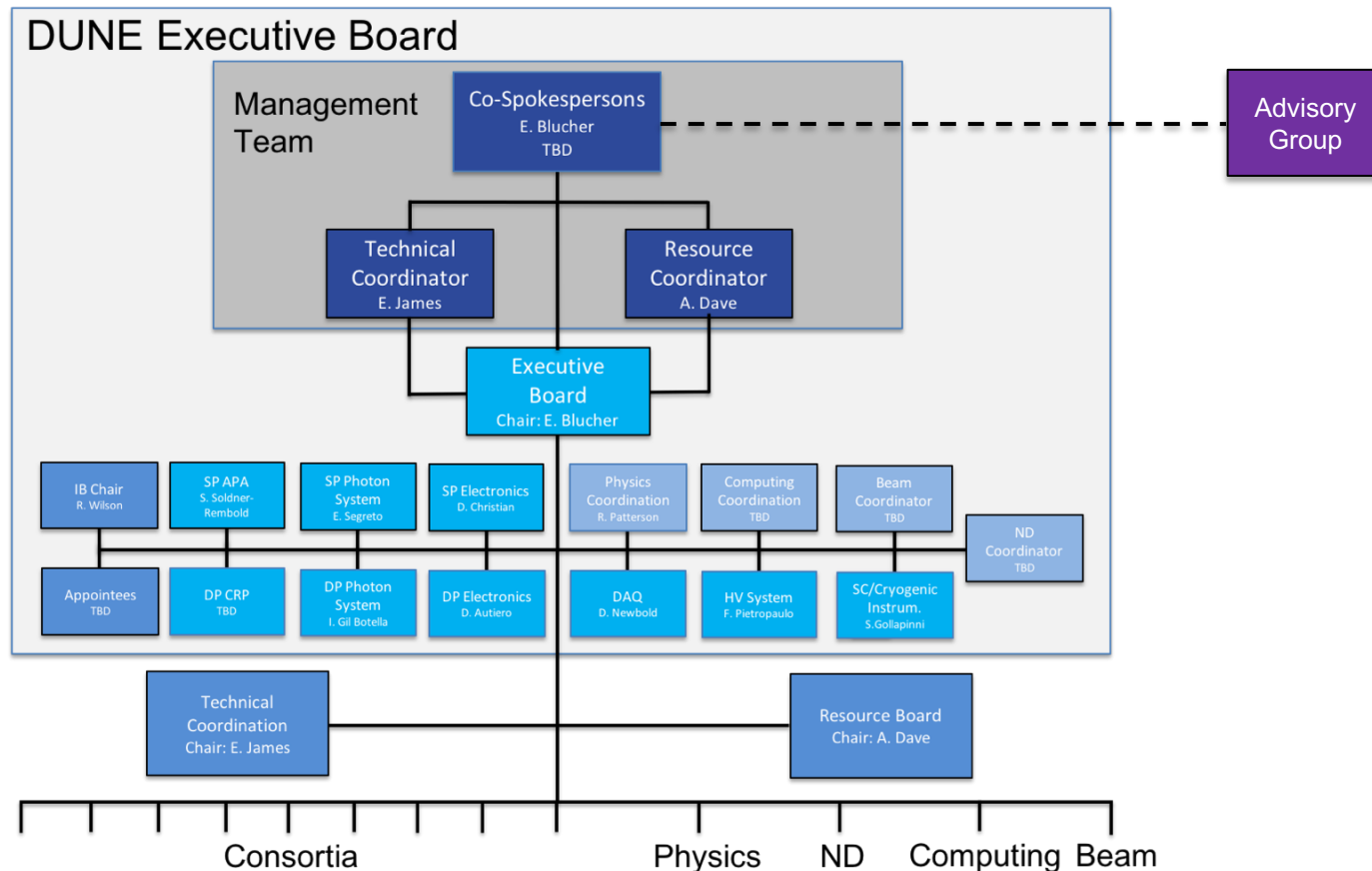
- **Role/Modus Operandi of the Executive Board**
 - Meets monthly: anticipate 2-3 hours meetings
 - Formal “management board” meetings:
 - All collaboration-management-level decisions go through EB
 - Formal agenda. Starred “Non-controversial items” are not discussed, unless EB member wishes to “unstar” them.
 - At each meeting, EB receives written reports from Technical Coordination, the Resource Board, Computing, and Physics. Reports include lower-level decisions for EB approval
 - Reports include “below threshold” decisions and higher-level recommendations for EB discussion
 - Detailed minutes provide a record of all collaboration decisions
 - Report on EB meetings presented during collaboration calls
 - Advantages:
 - All stakeholders are represented in decision-making
 - More transparency for collaboration

Technical Coordination

- **Still discussing Technical Coordination**
- **Current thinking:**
 - “Technical Coordination” replaces “Technical Board” and “Project Office”
 - Led by the Technical Coordinator
 - Not decision-making, but reports to the Executive Board
 - TC convenes monthly Technical Board meetings (Consortia Leaders, Consortia TLs, key project engineers)
 - Makes recommendations on technical decisions for consideration/approval at the monthly EB meeting.
 - TC convenes ~fortnightly Project Board meetings (Consortia TLs, project engineers, project controls, ...)
 - Progress against milestones reported at monthly EB meeting

Advisory Group

- Plan to set up a small Advisory Group
 - Initially suggested by Heidi and more recently by Stefan



Advisory Group

- **Plan to set up a small Advisory Group**
 - Initially suggested by Heidi and more recently by Stefan
 - AG would meet with Co-Spokespersons monthly
 - Advisory and not decision making
 - Acts as a sounding board for Co-Spokespersons and helps strengthen connection to wider collaboration
 - **Details to be worked out**, but initial idea for AG:
 - Co-Spokespersons
 - IB Chair
 - 4 (?) elected members (two-year terms)
 - Representative from Young DUNE
 - Current elected EC members with one year remaining would transition to AG
 - Hold an election for other 2 (?) in April
 - We believe this addresses concerns raised by a few people about lack of broader representation

Questions ?