UEC Users Meeting Subcommittee

Cindy Joe

May 22, 2020

Users Meeting 2020: "Defining the Decade"

As you know, we're holding our Users Meeting virtually.

The lab bought its Zoom Webinar license; can handle up to 5000 participants.

- Luke? Samantha? is going to do some research on how exactly this works (at Fermilab) and we're going to try to come up with the best way for us to make full use of the license and offerings.

We need to to 1) decide on dates, 2) decide on general format, 3) plan our program of events, and 4) communicate.

Reminder: We still need a poster. We still need a website.

🎗 **Fermilab**

Dates (thanks all for input!)

May 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22 ⭐	23
24	25	26	27	28	29	30
31						

June 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OLD UM DATES

NEUTRINO 2020
NEUTRINO 2020

July 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NEUTRINO 2020

URA unavailable   LSST DESC CM
ICHEP 2020   MicroBooNE CM

August 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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ICHEP 2020

URA unavailable

Here be dragons/school

🟦 **Fermilab**

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A possibility

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ICHEP 2020

A possibility

URA unavailable

Here be dragons/school

🟦 Fermilab

We need to put together an engaging program

Resources for ideas: https://zoom.us/docs/doc/Running-Engaging-Online-Events.pdf

https://blog.zoom.us/wordpress/2020/03/16/creating-culture-community-amid-social-distancing-work-from-home/

Last year's program:
https://indico.fnal.gov/event/20244/timetable/?view=standard

Some thoughts:

https://docs.google.com/document/d/1QPbEj17o_tKnEOmTy1ZVLG5wzigblqCJL61MrsD0Tho/edit#

🔷 **Fermilab**

What we want to accomplish with this UM

Some things to keep in mind:

- Bringing the community together (how? And how do we include employees and young people and make them all feel welcome?)

- Celebrate accomplishments (talks, summarize the past year)

- Educate and train (talks, training sessions like science communication, job panels, bystander training?)

- Foster collaboration (ways to meet people/network, get ideas for new projects, Snowmass)

- Allow people to present their work and advance themselves (networking, poster presentations, talks, awards)

- Have a good time (celebrations, make it fun!)

🔶 Fermilab

Inclusion and Diversity

- I would like to include a native/indigenous land acknowledgement in our program
  - https://usdac.us/news-long/2018/4/26/honor-native-land-are-you-hesitating-acknowledgment-faqs
  - Even if it is virtual!
- As we set up our virtual options, we can think of ways to be more inclusive of people with different abilities/challenges and also more respectful of each other in our engagement
  - Outlining and enforcing best meeting practices
- We had been discussing mental health and work-life balance challenges; this seems even more important in this age of isolation. Can still be part of our program.
  - So can sustainability, environmental responsibility/stewardship, and community involvement

🎇 **Fermilab**

A typical Users Meeting (at least, last year's)

- **2 days**, Wednesday and Thursday of one week, **16-18 hours total**, plus Festa Italiana community kickoff on Tuesday evening
- About 8 sessions of ~2 hours each, nearly all plenary with only few parallels
  - With a coffee break in the morning and one in the afternoon.
  - Plus lunch (may include programming)
  - Plus 2 hour evening event on Wednesday night (dinner and poster session)
  - ~4 special award ceremonies and talks
  - ~19 "experiment" talks, ~5 "Fermilab's facilities" talks, ~7 "administrative" talks (Directorate, UEC, DOE), ~5 "resources/training" sessions/talks
  - 2 special celebrations (including 1 talk), 1 keynote speech
- 400-500 registrants, 100-200 attendees
- In person, not simulcast or recorded, to encourage in-person attendance, networking, and collaboration (special VSP money from URA to facilitate)

🔷 **Fermilab**

This is not a typical Users Meeting: we can be different too

- We have additional constraints! Life is different for everyone right now. Extra challenges: computer time, anxiety, childcare, workload, others

- After some discussion we seem to be converging on keeping it within one "short" week (~4 days) of half-ish days (4-6 hours each), but open to other feedback

  – Judicious use of plenary and parallel

  – Breakout rooms, other ways to encourage discussion

  – Morning times, maybe straddling lunch, indicated to make it easier for European colleagues…other considerations?

    • Reaching out to Users Office to try to figure out distribution of users. Thanks Luke!

    • What are the latest and earliest times that would work in your experience? E.g. "earliest 8 AM, latest 2 PM"

🟦 **Fermilab**

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- Feedback that some of the talks are not very engaging, unless you are in that field (sometimes even then)
    - Considering a "general overview" talk (~30 mins) with short, "lightning-style" updates from experiments (~15 mins), and then more time for Q&A, feedback, networking, conversation. Thoughts?
    - A suggestion to ask the speakers to focus on "the future" rather than "the past year" ("Defining the Decade")
    - What can we take out? (may get political)
- How do we best handle poster sessions?

🔷 Fermilab

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- Special for this year: Snowmass community feedback
- Special celebrations: 50th anniversary of the Booster accelerator, 25th anniversary of Top Quark discovery, a celebration of the life of Alvin Tollestrup
- Virtual Festa Italiana?
  - Zoom breakout rooms for chatting, music (live?), dancing, conversation, maybe some kind of activity or class?
  - Is there a catering company that will deliver a bunch of individual orders? Or can we do a "order from an Italian restaurant near you!" suggestion? Can we work out a special coupon/discount with the company that usually caters the Festa?
- Ditto for Users Meeting Dinner
  - Can we get funding for reimbursement, X amount toward "communal" dinners over Zoom?
- Can we get gift bags to be sent out by mail to registrants?

🐟 **Fermilab**

This is not a typical Users Meeting: we can be different too

- What else does the community want/need?
    - COVID update/resources for users
    - Job-related resources, mentoring, training
    - A way to get together
    - ?

🔀 Fermilab

What we want to accomplish with this UM

Proposed classes/training topics:

- Public speaking basics

- SciComm training (maybe by us from Andre's/Lauren's slides and input)

- Mentoring, networking

- What do employees/admins/techs want? Something job-specific, or maybe a Fermilab Physics 101?

- On-site tours via Zoom (a few more people should be back on site then)

  – Hang out with the Bison herd (with the herdsman)

  – Experiment or accelerator tours? Shutdown will be in progress.

  – Wilderness walk or intro to plants and animals at Fermilab?

🔷 **Fermilab**

What we want to accomplish with this UM

Other activities:

- Cultural club contributions? Maybe Taste of Fermilab but home cooking style? Ex. an "expert" and a "volunteer" both get the ingredients and over Zoom, the expert teaches the volunteer how to do a recipe while other people watch or follow along on Zoom

- Great Fermilab Bake-Off special edition?

- A class for parents on things they can do at home with their kids? (if Fermi summer camp is closed)

Next Steps

- Settle on a (new) date
- Iron out new agenda
- Solicit speakers and poster presenters
- Solicit instructors for special training classes and sessions
- Plan community celebrations and social events
- Prepare Indico and website, open registration
- Work out new technical and other logistics