

UEC Chair's report

Ashley Back
February 19th, 2021

Agenda for today

8:00 AM → 8:30 AM	Breakfast	30m	🔍
8:30 AM → 8:45 AM	Chair's Report Speaker: Ashley Back	15m	🔍
8:45 AM → 9:00 AM	Update on COVID-19 and lab re-opening Speaker: Amber Kenney (Fermilab)	15m	🔍
9:00 AM → 9:30 AM	Report from Washington Ben Kallen (Lewis & Burke Associates)	30m	🔍
9:30 AM → 10:00 AM	Report from Directorate Speakers: Gregory Bock (Fermilab), Luciano Ristori (Fermilab)	30m	🔍
10:00 AM → 10:10 AM	Break	10m	🔍
10:10 AM → 10:30 AM	Report from GovRel Including some brief personal remarks from Brian Nord on Equity, Diversity and Inclusion, on the DC trip. Speakers: Brian Nord (Fermilab), Ketl Kaadze (Fermilab), Ketino Kaadze (Kansas State University), Nadja Strobbe (University of Minnesota)	20m	🔍
10:30 AM → 10:50 AM	Report from the UM Speakers: Dr Reddy pratap Gandrajula (University of Virginia), Dr Sophie Middleton (Caltech)	20m	🔍
10:50 AM → 11:10 AM	Report from EPO Speakers: Emmanouil Kargiantoulakis (Fermilab), Alexx Perloff	20m	🔍
11:10 AM → 11:30 AM	Report from QoL Speakers: Dr Yuanyuan Zhang (Fermilab), Aleena Rafique (Argonne National Laboratory) 210219 UEC - QoL (...)	20m	🔍
11:30 AM → 11:50 AM	Report from FSPA	20m	🔍

- indico.fnal.gov/event/47203/
- Two invited guests:
 - Amber Kenny, ES&H.
 - Brian Nord, former UEC member.
- Main goals:
 - Virtual DC advocacy “trip” is fast approaching - 1st training session at Noon (CST) today.
 - Feedback from the Meet & Greet.
 - Users Meeting 2021 planning is getting underway.

Next UEC monthly meetings

We will try to stick to the 3rd Friday of the month, so...

- **March 19th**
- **April 16th**
- **May 21st**

Reminder live notes and minutes.

Please follow along and contribute to the “[live notes](#)”. These will then be edited and approved for the public minutes.

To enable us to produce better public minutes for our monthly meetings I’m going to encourage all subcommittees to provide a summary slide at the end that contains contextual information for the minutes to accompany any discussion recorded in the live notes.



Virtual DC advocacy “trip”

- Thanks for your attention looking over drafts of the trip materials, and particularly those of you who joined our ad-hoc discussion on including statements of our field’s commitment to EDI.
 - We have agreed on two EDI additions to the materials.
 - All text is now finalized and we have full layout drafts back for some brochures.
- Keti will give a brief update today, but we have allocated most of the time in the GovRel Report to Brian Nord, to give some brief personal remarks on the DC trip.
- First training session is today - at Noon (CST).
 - See the [agenda and connection details](#), also circulated via email from Keti.



Virtual UEC Meet & Greet

- Attendance was a little lower than we hoped for, but each SC got at least some feedback.
- Still a bit of follow-up work sending out the raffle prizes.
- **Thanks everyone for your hard work!**



Welcome to the UEC Meet and Greet!

You will automatically be entered into the **raffle** if you complete either of the following (before 4:30 pm CST):

Ask a question to (or otherwise interact with) one of our UEC or FSPA members.

Submit at least one response via any of the four **feedback form** links. The forms can all be submitted anonymously, but if you are comfortable providing your name and email in the form, we will add you to the draw.

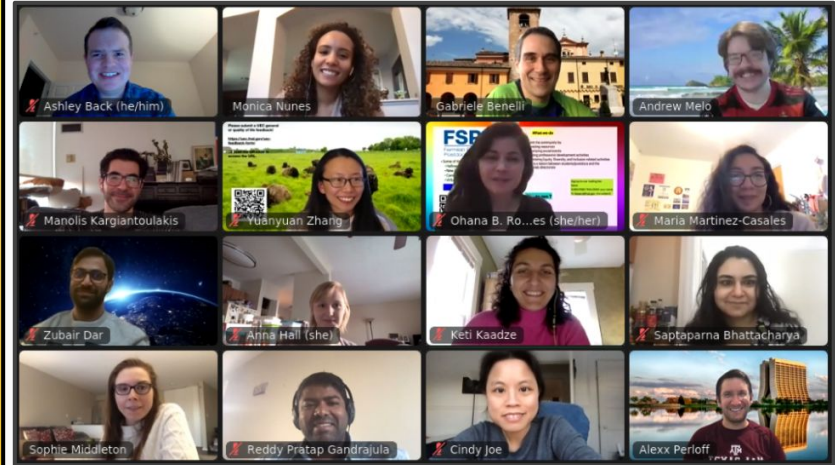
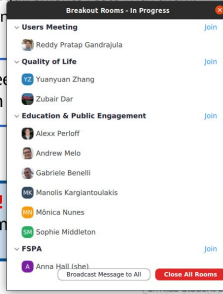
UEC and FSPA members will add you to the draw and so the final decision on whether you have met the requirements rests with them. You can see the live **raffle wheel** at any time in the **Raffle breakout room** to make sure you have been entered once.

You can **interact with the UEC members** in the Breakout Rooms and/or through the Feedback forms. The links for the **Feedback forms** can be found in the chat of each Breakout room or on the main page.

Visit each subcommittee or chat with colleagues in one of the Breakout Rooms:

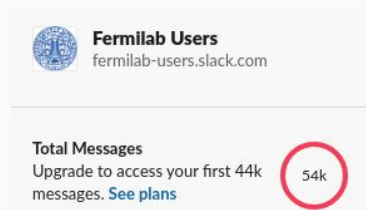


This is an example!
There are more room
available today!



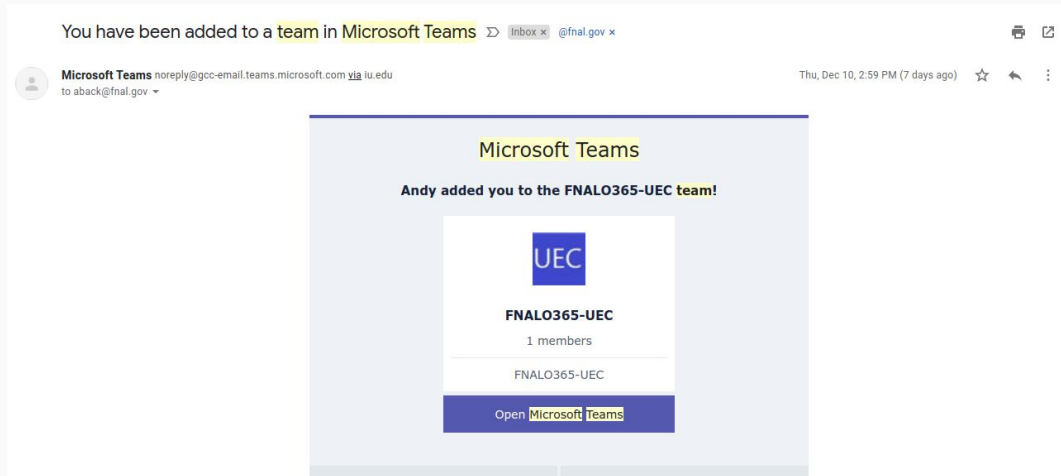
Reminder communications/tools

- Email list uec-membersonly@fnal.gov (+fspa_officers@fnal.gov).
 - For any changes to the UEC mailing please contact Kim!
- UEC web-pages (uec.fnal.gov) → please work with Alexx to keep subcommittee pages up-to-date!
- [Indico](#) - good to see agendas for subcommittee meetings on indico!
- Slack - [Fermilab Users workspace](#)
 - Still a pretty integral tool for communication (inc. with users) but...
 - ...remember our message search history is limited.
 - Want to preserve important messages for knowledge transfer.
 - DC “trip” has its own separate slack workspace → more details in GovRel update.
- Microsoft Teams → would be good to see more usage.
 - Meeting minutes/notes (SC and monthly meetings) → either “live” or uploaded after.
 - Unlimited, fully searchable messages, documents and wiki pages → preserve knowledge!



Logging into Teams

- You should all have received an invite (UEC members, we can get FSA officers added as well if it would be useful).
- Click on the link in the email and then login with your fermilab username in the form user@services.fnal.gov. This should take you to the usual SSO page where you can login with your services account.



Summary for the minutes

- Two invited guests today. Amber Kenny (ES&H) will report on COVID-19 and the lab reopening plans and Brian Nord (former UEC member) will give some remarks on the DC trip.
- We will try to stick to the 3rd Friday of the month with upcoming meetings on 03/19/2021, 04/16/2021 and 05/21/21.
- Materials for this year's virtual DC advocacy trip are being finalized, thanks for your attention in looking at the drafts. The first training session is today.
- Virtual UEC Meet & Greet attendance was a little lower than we hoped but each subcommittee received some feedback. Thanks everyone for your hard work.