

EPE Subcommittee Report

UEC Monthly Meeting

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Communication With Users

- We asked that an email list be created where we can publicize mentoring/volunteer opportunities to users/employees
 - Something more general than the LRG lists
 - Will be sent out regularly (monthly?)
- The new **outreach-mentoring at fnal.gov** list has been created
 - Current owners are *Spencer Pasero* and *Becky Thompson*, FNAL EPE
 - We can be added as list owners if we need
- Meeting next week to discuss details of how to use the list
- Next step is to publicize the list and get users/employees to sign-up
 - UEC & FSPA members reach out to their contacts/collaborations
 - Should have CMS and all of the neutrino experiments covered
 - FNAL EPE lists
 - FNAL EDI lists
 - Fermilab Today
 - Talk to remaining young member groups for experiments not covered and have them talk to their respective collaborations

Users Meeting as it Relates to EPE

- **EPE subcommittee will be helping to organize a science communication session and a job training/job transition session**
 - The importance of the later panel was underscored by Kevin Pitts last month
 - We'll talk to Becky and the FNAL communication team about having a more hands on session this year
 - The number of people, panel members, and type of session to be determined by the type of meeting; in-person, semi-virtual, or virtual
 - Putting together a list of potential speakers for each eventuality
 - Would be good to have a DOE presence on the jobs panel
- **Limit the number of simultaneous sessions so people can attend more than one**
- **Working on a plan to handle the Q&A sessions**
 - Propose to have some questions pre-collected, but answered live
 - The host should come with some questions, just in case
 - Trade off between live and pre-collected questions
 - Need to make it very clear in the UM announcement when and how to ask a question to these panels
- **FSPA will be preparing a similar panel(s) for the New Perspectives meeting**
 - Planning hasn't started for this panel yet
 - We're happy to coordinate with them
 - Fine to have both panels

Meeting with FNAL EDI

- Meeting w/ Sandra Charles, FNAL EDI, and her team next week
 - Should have a UM draft schedule for this meeting
 - Can be shared with the UEC in advance
 - Want to make sure the principles of EDI are represented throughout the schedule
- We propose having someone from EDI office come to speak with UEC in advance of UM
 - Give us an overview of the activities within the EDI office, especially as they relate to the LRGs

Summary for the Minutes

- New **outreach-mentoring at fnal.gov** list created
 - Need to publicize the list as widely as possible
- Starting to plan for the **science communication** and **job training/job transition** sessions of the UM
 - Starting to put together a list of potential speakers/panelists
 - Should coordinate with the FSPA due to a similar topic at the New Perspectives meeting
- Present a draft UM schedule to the EDI office at next week's meeting
- Asking someone from the EDI office to come speak at an upcoming UEC monthly meeting to present their work and give us an overview of the LRGs