



## SAC weekly meeting

Frank Chlebana, Anne Schukraft, Bo Jayatilaka  
June 14, 2021

# Meeting ground rules

Continuing from last term:

- Please mute when you are not speaking
- Please use the “raise hand” feature and the moderators will try to recognize people in order
- If we are moving on to another topic and your follow-up comment was on the current issue, please speak up. It is important to have timely and efficient conversations

# Next All-Scientist Meeting

- **June 4 All-Scientist Meeting:** <https://indico.fnal.gov/event/49193/>
  - Received several feedback on the No-Meeting Pilot in email (see summary later this meeting)
  - Presentation from Detector Working Group had to be postponed
  - Other feedback?
- **Next All-Scientist Meeting**
  - Planning for one more meeting before the end of the SAC term
    - End of July/early August - before the Scientist Retreat in September
    - Suggestions for dates and weekdays (**not** Friday afternoon)?
  - Agenda:
    - **SAC News**
      - Scientist Retreat
      - Call for SAC nominations
      - Else?
    - **Report from the Detector Working Group**  
*Juan Estrada, Angela Fava, Zoltan Gecse, Vadim Rusu*
    - **Suggested: Booster Replacement?**
    - **Progress reports on ongoing SAC topics?**
    - **Else?**

# Users Meeting - Snowmass Session

- Fermilab Users Meeting will take place August 2-6
  - New Perspectives will follow August 16-20
- The organizers reached out to us about organizing a **Snowmass session**
  - Goal: Re-orient regarding timeline, objectives, opportunities
    - 1 hour session planned
  - Plan to connect with DPF leadership to organize this session
  - UEC is looking for representatives from the Frontiers for updates/panelists/contacts for questions (exact format TBD)
    - We shared the list of conveners of the FNAL scientific working groups
  - **Other input from the SAC to the UEC planning is welcome**
- Reminder: we are dedicating Day 2 of the September Scientist Retreat to work within the Scientific Working Groups
  - **Re-start of Snowmass and re-engaging everyone in the process is one aspect of that day**

# SAC Nominations

- **The SAC term ends for half of its members on Sept 30**

**Outgoing members:**

Robert Ainsworth (AD), Stefan Hoeche (PPD), Jeremiah Holzbauer (PIP-II), Bo Jayatilaka (SCD), Gordan Krnjaic (PPD), Anne Schukraft (ND) (co-chair), Andrew Sonnenschein (PPD), Tiziana Spina (APS-TD)

**Continuing members:**

Doug Berry (PPD), Minerba Betancourt (ND), Mattia Checchin (APS-TD), Frank Chlebana (PPD) (co-chair), Patty McBride (PPD), Frederique Pellemoine (AD), Peter Shanahan (ND), Tammy Walton (SCD)

- Outgoing members are from: **1 AD, 1 APS-TD, 3 PPD, 1 ND, 1 SCD, 1 PIP-II**  
Job titles: **3 Associate Scientists, 3 Scientists, 2 Senior Scientists**
- **Please start thinking about nominations for next term candidates (-> email Frank & Anne)**
  - Self-nominations are possible, we'll encourage (self-)nominations at the next All-Scientist Meeting
- Tentative timeline:
  - Solicit nominations by Aug 13
  - SAC makes a selection on/around Aug 23 Meeting
  - New members to be confirmed by directorate. Inform before Scientist Retreat. Start Oct 1.

# SAC ongoing topics

- Professional Development Leave (**Anne**)
  - Presented to EAG, EAC, SAC and implemented feedback. Meeting with HR (Anju) next week.
- Web pages/profiles (**Robert**)
- Mentoring (**Bo, Minerba**)
- Overheads (**Andrew, Mattia, William, Patty**)
  - Directorate is working on this issue. Report from SAC on impacts would be good.
- Tuition (**Jeremiah**) (*complete*)
- Travel policies and impact (**Gordan, Peter**)
- DEI policy changes (**Doug, Tammy, Anne** via DEI Task Force)
- Winter break (**Frank** via working group)
- Communications policy (**Tammy, Gordan, Bo** via Task Force)
  - Presented final report. *Mark complete?*
- Library Move (**Stefan**)
  - No feedback on presentation of updated plan at the All-Scientist Meeting. *Mark complete?*
- Childcare vacation donation (**Doug**)
- Scientist Retreat Planning (**Roberto, Frederique, Mattia, Bo, Frank, Anne**)
  - Meeting ~ bi-weekly for planning purposes
- **NEW:** Interface with Head of PPD Hiring Committee
  - *Volunteers to lead this topic?*
- **NEW:** Climate survey implementation & planning of future survey
  - Started discussion with Kate Gregory. Plan to invite her to a future meeting for discussion. *Volunteers to lead this topic?*

## Work towards wrapping up the topics

*Summary in all-scientist meeting*

*Summary document to be archived in our internal SAC sharepoint area for future reference*

# Survey on moving SAC meeting time

We received feedback from 10 SAC members (16 total)

Split (5/5) between keeping the 9am time slot and rescheduling

Given that there was not a strong preference, we will keep the 9am meeting time

Strong preference (7) to move to meeting every two weeks.

Plan to move to a bi-weekly meeting schedule

# Feedback on no-meeting pilot program

We are collecting feedback on the no-meeting pilot program (email Anne and Frank)

Encourage SAC members to reach out to their communities...

We received email feedback from 12 individuals. Also heard feedback in several meetings.

**People thought the idea of reducing time in meetings was laudable**

**Strong preference to retain maximum flexibility for arranging individual schedules**

The plans were announced without sufficient notice or solicitation of feedback from the Scientific Community. *This is a topic that affects the way we work...*

It is not practical to block out specific times for collaborations that have people in multiple geographic / timezones. (the announcement did say collaboration based meetings were exempt).

The window for meeting times would be reduced making it even harder to schedule meetings.



# Feedback on the no-meeting pilot program

The choice of days / dates is not practical for all types of lab-specific meetings. **Monday morning is a time to review activities over the weekend and make plans for the work during the week. Friday afternoons are less productive and a good time to have group meetings.**

There are concerns that this will effectively lead to a shortened work week and support staff will not be available. **Blocking out time in the middle of the week when people are more productive may be more effective.**

Each person's schedule is different and **having the maximum flexibility for arranging individual schedules is more helpful than blocked meeting free times.**

Alternate approach would be to remind people to avoid frivolous meetings, meeting topics should be relevant for all attendees, have a well defined agenda and avoid filling the scheduled meeting time with non relevant discussion, provide training for chairing efficient meetings. Could have a blockout time in the middle of the week for lab-specific meetings.