



SAC weekly meeting

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June 28, 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

Today's agenda

- Agenda for the next All-Scientist Meeting
- Update on Scientist Retreat Planning
- Climate Survey status and plans
- Updates on on-going topics
 - Professional Development Leave
- Topics for next SAC Meeting

Next All-Scientist Meeting

- Planning for a 4th (**and final**) All-Scientist Meeting during this SAC term
 - Friday afternoon time slots are currently not available (No-Meeting pilot)
 - Suggest to use a **Wednesday afternoon**
 - Not all Colloquium time slots are being used during the summer. Coordinating with Barb Kronkow
 - Suggest **July 28 or August 4, 3:30pm to 4:45pm**
 - Feedback on these dates & times? Please check with your collaboration schedules
- Agenda:
 - **SAC News** (20 min)
 - Scientist Retreat
 - Updates on on-going topics
 - **Call for SAC nominations**
 - Anything else?
 - **Report from the Detector Working Group** (35 min)
Juan Estrada, Angela Fava, Zoltan Gecse, Vadim Rusu
 - **Suggested: Booster Replacement** (20 min)
Similar to PAC talk by Luciano Ristori: <https://indico.fnal.gov/event/48767/>

Scientist Retreat Planning Update

- Settling on **Thursday, Sep 8 & Friday, Sep 9. 8:30am - 12:30pm**
 - Please communicate any conflicts asap
 - Planning on virtual meeting, but making room reservations just in case
- **Thursday agenda:**
 - **Plenary** (90 min)
 - Report from the Directorate
 - Report on EDI efforts
 - Report on Climate Survey Implementation
 - Keynote speaker on racism in Academia/Physics Research
 - **Parallel** (~ 2 hours) - Breakout into several discussion groups
 - Post-pandemic work environment at the lab
 - Career Progression
 - Separate sessions for RAs and Scientists
 - Climate Survey
 - Racism in academia/social justice (externally facilitated)
 - Mental Wellness
- **Friday agenda:**
 - **Plenary** (1 hour)
 - Summary of breakout group discussions on Day 1
 - Snowmass and P5 process and timeline
 - Introduction of Scientific Working Groups and Charge Questions for breakouts
 - **Parallel** (2 hours)
 - Breakout into Scientific WGs to discuss charge questions
 - **Closeout** in Plenary

Climate Survey

- History

- First lab climate survey took place in March/April 2019
- By June 2019, seven action teams were established to draft recommendation on the following areas: **Employee engagement, Trust, Communication, Individual goals and priorities, Career opportunities and promotions, Diversity, Inclusion.**
- Action team [recommendations](#) were presented to senior leadership in September 2019.
- Some divisions had their own initiatives to follow-up on the climate survey
- An implementation team formed with representatives from the action teams.
- *[... then the pandemic happened...]*

- Recently

Kate Gregory shared a [document](#) with us listing complete and coming actions resulting out of the climate survey. Kate agreed to **attend our July 12 meeting** to discuss with the SAC.

- Future

We think it would be good for the SAC to re-engage and support the process. Areas to get involved could be:

- Facilitate communication about actions taken resulting from the Climate Survey to Scientific Staff
- Get involved in the implementation of some of the outstanding items
- Dedicate time to discuss the climate survey at the Scientist Retreat (Frederique looking into this)
- Get involved with the next Climate Survey
 - Surveys were intended to be a regular event, approx. every 3 years

Status of Climate Survey actions

Implemented

- an online and telephonic **Employee Concerns Reporting tool** with anonymous reporting capability was implemented October 2020, providing employees, contractors, users and visitors with an additional channel to report concerns.
- the Office of General Counsel rolled out a **Code of Conduct** in November 2020 including online training
- **redesign of senior leadership and senior management meetings** to facilitate improved top down communication
- **new Head of Office of Communications**, Jacquie Bucher, joined the laboratory in October 2020. Immediate changes include creating an **Internal Communications Manager** position, now held by Deb Sebastian
- the WDRS Compensation department conducted employee focus groups, which resulted in **Spot Award program changes**, which now include Amazon gift cards and Fermilab logo items. Rollout of new program later in FY 21
- **new and refreshed manager training** content and reduction in wait lists for courses such as Behavioral Interviewing, Managing Within the Law, Emotional Intelligence, and other training for managers and supervisors
- Establishment of **policy oversight board**, which reviews new and revised policies, ensuring that all changes follow a consistent communication plan
- A “Business of Science” **workshop** conducted with senior management designed to **develop accountability for equity, diversity and inclusion at the laboratory**
- **Online harassment and discrimination training** rolled out, with separate courses for individual contributors and managers/leaders
- Establishment of Equity, Diversity and Inclusion (**EDI**) **task** force led by Sandra Charles, Fermilab’s Chief Equity, Diversity and Inclusion Officer.

Status of Climate Survey actions

In Process

- Joint effort between WDRS and the Employee Advisory Group (EAG) to develop **top down, cascading goals to be incorporated into performance reviews**
- Expand curriculum for **management and professional development training**
- EDI task force, working with SAC, LRGs and WDRS is **reviewing career progression and promotion practices** for scientific, engineering and all other job categories.
- Review of **Information Technology (IT) and Engineering** job families to **improve career progression opportunities**
- Launch of **Women in Leadership** curriculum
- **Upgrading online training** courses
- **“Share the Air” posters** placed in most conference rooms throughout the laboratory
- Development and communication of **guidelines and expectations for hiring committees**

Status of Climate Survey actions

Planned

- The WDRS office of Professional Development will be designing and implementing **new leadership programs**, including Emerging Leadership program, Manager Ready and Leadership Mirror pilots
- **Communicate** broadly to the laboratory about **newly hired and promoted employees**
- **Better publicizing employee awards programs**, such as R&R, EPRA and Spot Awards
- HR Partners will develop a **labwide promotion policy**
- WDRS and Core Computing will implement Workday Recruiting, which will **communicate job openings more broadly within the lab and facilitate internal job postings**
- The Chief Equity, Diversity and Inclusion Officer and her team will collaborate with the Users Executive Committee (UEC) and the Fermilab Student and Postdoc Association (FSPA) to identify opportunities to leverage the InclusionMatters21 series for the FY21 Users Meeting

Ongoing SAC topics

- Professional Development Leave (**Anne**)
- Web pages/profiles (**Robert**)
- Mentoring (**Bo, Minerba**)
- Overheads (**Andrew, Mattia, William, Patty**)
- Travel policies and impact (**Gordan, Peter**) -> *discussion following this presentation*
- DEI policy changes (**Doug, Tammy, Anne** via DEI Task Force)
- Winter break (**Frank** via working group)
- Communications policy (**Tammy, Gordan, Bo** via Task Force) (complete)
- Library Move (**Stefan**)
- Childcare vacation donation (**Doug**)
- Scientist Retreat Planning (**Roberto, Frederique, Mattia, Bo, Frank, Anne**)
- Interface with Head of PPD Hiring Committee
- Climate survey implementation & planning of future survey -> *see previous slides*
- Purchasing
- Performance Review/Compensation
- No-Meeting Pilot Program -> *see following slide*









Ongoing SAC Topics

We have an internal sharepoint area for SAC related documentation

<https://fermipoint.fnal.gov/org/ood/sac/SitePages/Home.aspx>

Scientist Advisory Council Internal Home Page

Documents

Type	Name	Modified	Modified By
	2014 Files	1/9/2015 1:54 PM	<input type="checkbox"/> Chris Quigg
	2015 Files	10/6/2016 1:13 PM	<input type="checkbox"/> Laura Fields
	2016 Files	1/17/2017 5:30 PM	<input type="checkbox"/> Harry Cheung
	2017 Files	3/18/2018 11:34 PM	<input type="checkbox"/> Erica Snider
	2018 Files	9/25/2018 10:16 AM	<input type="checkbox"/> Harry Cheung
	2019 Files	1/27/2020 12:34 PM	<input type="checkbox"/> Brendan Kiburg
	2020 Files	1/27/2020 12:34 PM	<input type="checkbox"/> Brendan Kiburg
	2021 Files	10/12/2020 7:43 PM	<input type="checkbox"/> Anne Schukraft

[\(More Items...\)](#)

Work towards wrapping up the ongoing sub-committees

Write up a summary of the conclusions / status for future reference

This would be archived on the internal sharepoint site and only available to the SAC

We need to update the community on the progress / status of the sub-committees

Will collect a brief summary to be presented at the next all-scientist meeting

No-Meeting Pilot Program

*“The no-meeting days pilot will take place **June 1 through August 31**, at the end of which there will be a survey to assess the effectiveness of the initiative. If the pilot demonstrates success as measured by feeling less overwhelmed or stressed, then the no-meetings days will continue and be integrated as part of the lab’s forward-looking culture.”*

We collected some initial feedback and presented a summary at the last SAC meeting

Feedback was based on the initial reaction to the announcement

Would like to get some experience in order to provide a fair assessment of the program

Plan to solicit additional feedback around the end of July

Next meeting

- **Monday, July 12, 9am - 10am**

We have adopted the bi-weekly (every two weeks) meeting schedule

Agenda: Climate Survey discussion with Kate Gregory

- **Topics for upcoming meetings**
 - New lab access restrictions
 - Preview of Future of Work recommendations
 - Progress reports for on-going topics