


# UEC Chair's report

Ashley Back  
August 20th, 2021

# Agenda for today

8:00 AM	→ 8:30 AM	<b>Breakfast</b>	🕒 30m	📎
8:30 AM	→ 9:00 AM	<b>Chair's Report</b> Speaker: Ashley Back	🕒 30m	📎
9:00 AM	→ 9:30 AM	<b>Report from Washington</b> Lewis & Burke Associates Speakers: Hale Stolberg (Lewis-Burke Associates), Leland Cogliani (Lewis-Burke Associates)	🕒 30m	📎
9:30 AM	→ 10:00 AM	<b>Report from Directorate</b> Speakers: Gregory Bock (Fermilab), Kevin Pitts (University of Illinois)	🕒 30m	📎
10:00 AM	→ 10:20 AM	<b>Report from GovRel</b> Speakers: Keti Kaadze (Fermilab), Ketino Kaadze (Kansas State University), Nadja Strobbe (University of Minnesota)	🕒 20m	📎
10:20 AM	→ 10:30 AM	<b>Break</b>	🕒 10m	
10:30 AM	→ 10:50 AM	<b>Report from EPE</b> Speakers: Emmanouil Kargiantoulakis (Fermilab), Alexx Perloff	🕒 20m	📎
10:50 AM	→ 11:10 AM	<b>Report from the UM</b> Speakers: Dr Reddy pratap Gandrajula (University of Virginia), Dr Sophie Middleton (Caltech)	🕒 20m	📎
11:10 AM	→ 11:30 AM	<b>Report from QoL</b> Speakers: Dr Yuanyuan Zhang (Fermilab), Aleena Rafique (Argonne National Laboratory)  210820 UEC - QoL.p...	🕒 20m	📎
11:30 AM	→ 11:50 AM	<b>Report from FSPA</b>	🕒 20m	📎

- [indico.fnal.gov/event/50546/](https://indico.fnal.gov/event/50546/)
- Main goals:
  - Users Meeting - we did it! Thanks everyone for all your help!
  - Nominations for next UEC open. We need to encourage new UEC members to seek nominations!

# Next UEC monthly meetings

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

- **September 17th (week before DUNE collab meeting)**
- **October 15th? (week before NOvA collab meeting)**
  - **Overlap meeting - first meeting with new UEC members, last meeting with outgoing UEC members, Chair election for 2021-2022.**



# Reminder live notes and minutes.

Please follow along and contribute to the “live notes” (on Teams). 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.

Thanks Alexx for managing the live notes and minutes.

**Please help us to review and approve the public minutes! We’re pretty behind, I think the next goal should be to try and catch up before we start the elections (more about that later).**

# Users Meeting

- **A massive thank you to everyone for your help!**
- I think we have had a very smooth and successful Users Meeting and I think we can all be proud of the program of speakers, panels, posters, workshops, and virtual tours that we have put together.
- Congratulations also to FSPA on a successful NP!

54<sup>th</sup> Fermilab Users (Virtual) Meeting  
**New Horizons of Our Community**  
August 2 - 6, 2021

Highlight leading-edge science, celebrate Fermilab's achievements and look to our future as a community

Dynamic keynote address • Exciting talks • Future of HEP by Snowmass panel  
Fun virtual poster session • Conversations on equity, diversity and inclusion

ALL community members (including non-Users) are welcome!  
Please register as soon as possible at:

<https://indico.fnal.gov/e/UAM2021>

Fermilab U.S. DEPARTMENT OF ENERGY Office of Science Fermi Research Alliance LLC Fermilab URA

# UEC elections 2021

The conclusion of the Users Meeting, usually marks the start of the Nominations/Elections process. Remember UEC terms are ending in September for:

Jonathan Asaadi  
Ketino Kaadze  
Isobel Ojalvo

Reddy Pratap Gandrajula  
Manolis Kargiantoulakis  
Yuanyuan Zhang

Also, UM and GovRel Subcommittee deputies can start taking over Subcommittee Chair role after the Users Meeting.

## Policy 7: Subcommittee Chair Policy, adopted on June 14, 2019

1. SC chairs are voted into office with a simple majority of the UEC membership.
2. Deputy SC Chairs are appointed by the relevant SC Chair.
3. To ensure continuity in the Government Relations and Users Meeting subcommittees:
  - a. The candidate(s) for Deputy SC Chair is(are) nominated by the current SC Chair and ratified by a simple majority of the UEC membership
  - b. The appointment is for two years: the elected person will serve one year as Deputy SC Chair, followed by one year as SC Chair.
  - c. The annual Users Meeting will mark the start of an overlap period between the outgoing and incoming SC Chair, during which time the SC Deputy Chair will transition into the role of SC Chair. The overlap period ends when a new SC Deputy Chair is elected.



# Elections: suggested timeline

Goal is to have new members elected by end of September. First meeting with new members is usually October. (Last year we were late!)

AUGUST 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
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				

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SEPTEMBER 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6 Labor Day	7	8	9	10	11 Patriot Day
12	13	14	15	16	17	18
19	20	21	22 Autumn Begins	23	24	25
26	27	28	29	30		

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OCTOBER 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11 Columbus Day	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31 Halloween						

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- Launch Nomination period (3+1 weeks) from August 6th.
- Launch vote (3 weeks) from September 9th.
- ★ UEC Monthly meetings.

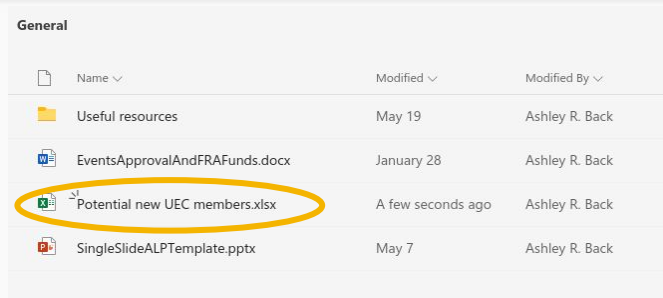
# Elections: Todo list (not exhaustive)

- ~~Send out email with Nominations instructions.~~
- **Encourage people to seek Nominations!**
  - Users office has not yet received any completed forms - still a week to go!
- Set-up elections 2021 web-page.
- Get our website (and public minutes) up to date! 🙌
- Profile web-pages once we have all candidates.
- Set-up election indico.
- Send out email announcing start of the election.



# Reaching out to potential UEC nominees

- I've setup a spreadsheet on teams.
- Included past (unelected) nominees and some other people I could think of.
- How do we attract more senior people?



Name	Institution	Career stage	for (years)	Experiments/Divisions	Contacted?	Interested?	Submitted?	Comments
Anne Norrick	Fermilab	Postdoc	2.5	NOvA, previously MINERvA	Y	:		Young NOvA President (2020-2021, former FSPA officer (2013-2014), already involved in DC trip tutorials.
Bryan Ramson	Fermilab	Postdoc	2.5	DUNE, NOvA	Y	:)		Bryan is part of Change - Now and has also participated in the DC trip before.
Andrew Askew	Florida State University	Faculty		CMS, DZero				Nominated in 2019 but not elected
Sergei Gleyzer	University of Alabama	Assistant Prof		CMS				Nominated in 2019 but not elected, attended 3+ DC trips
Evan Niner	Fermilab	Scientist		FTBF (previously NOvA, DUNE)				Nominated in 2019 but not elected
Gianantonio Pezzulo	Yale University	Postdoc		Mu2e				Nominated in 2019 but not elected, involved with Young Mu2e
Matt Wetstein	Iowa State University	Assistant Prof		ANNIE, NOvA, DUNE (previously D0)	Y			Nominated in 2019 but not elected, former co-spokesperson of ANNIE
Andrew Whitbeck	Texas Tech	Assistant Prof		CMS				Nominated in 2019 but not elected
Zoya Vallari	Caltech	Postdoc	2	NOvA, DUNE (previously T2K)	Y			Volunteered time for UM
Karl Warburton	Iowa State University	Postdoc	4	NOvA, DUNE	Y	:		FSPA officer (2017-2019)
Mike Wallbank	University of Cincinnati	Postdoc	3.5	NOvA, DUNE	Y			FSPA officer (2018-2020)
Ted Kolberg	Florida State University	-		CMS				Nominated in 2020 but not elected
Rob Fine	LANL	Postdoc	<1		N			Maybe not this year but for future years, heavily involved in DC trip, Sowjanya (former UEC chair) is his supervisor.

# Reminder: other meetings.

- **UEC EDI Monthly Meeting**, nominally **4 pm (CT)** on the **3rd Monday**.
  - Next meeting Monday, September 20th.
  - Key participants: Sandra from EDI office; EPE SC and recently UM SC.
  - Some changes in the EDI office - it will be good to keep in touch.
- **Monthly UEC & Directorate meeting**, nominally **8:30-9 am (CT)** on the **4th Friday** of the month (1 week after UEC monthly meeting).
  - Next meeting Friday, August 27th.
  - Key participants: UEC Chair + 4 SC Chairs and main Directorate contacts.
  - After reviewing the UM, focus will likely switch to next UEC and future events.
  - Would be good to come up with some UM metrics and initial feedback by next week.

# Invited speakers for future meetings

- September: Jacquie Bucher, Head of the Office of Communications, to give an update on the communications policy - delayed slightly.
- September: Amber Kenney, Chief Safety Officer (or Jim Niehoff) for an update on lab reopening plans.

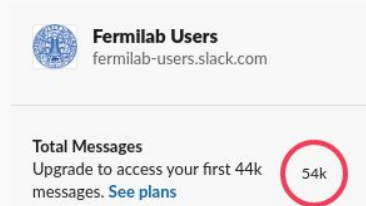
# Summary for the minutes

- We will try to stick to the 3rd Friday of the month with upcoming meetings on 09/17/21 and 10/15/21 (changeover meeting with new UEC).
- Thanks everyone for the successful Users Meeting. I think we can be proud of the program we put on.
- UEC 2021 elections process (2021-2023 term) will begin after the Users Meeting.
  - Aiming to have new members elected by the end of September.
  - Open nominations period from August 6th.
  - Open voting from September 9th.
- Other meetings:
  - Check-in meeting with the directorate on Friday, August 27th.
  - EDI monthly meeting on Monday, September 20th.

Extra slides...

# Reminder communications/tools

- Email list [uec-membersonly@fnal.gov](mailto:uec-membersonly@fnal.gov) (+[fspa\\_officers@fnal.gov](mailto:fspa_officers@fnal.gov)).
- For any changes to the UEC mailing please contact Kim!
- UEC web-pages ([uec.fnal.gov](http://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](mailto:user@services.fnal.gov). This should take you to the usual SSO page where you can login with your services account.

