



# Summary of Ongoing SAC Activities in FY 21 & 22

Jim Annis, Doug Berry, and Frank Chlebana

On behalf of the FY 22 SAC

May 19<sup>th</sup>, 2022

# Meeting Ground Rules











Please follow our ground rules for all meetings in SAC

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

From the [Fermilab Community Standards](#):

“Every member of the Fermilab community is welcome, and each encouraged to communicate their ideas and/or concerns. We seek to promote open communication which emphasizes listening, creativity, growth and development, collaboration, and inclusivity. This culture encourages respectful discussion and debate for mutual benefit.”

## We are one Fermilab

-  Everyone is worthy of respect
-  Encourage discussion
-  Genuinely listen
-  Collaborate
-  Respect the messenger
-  Have courage
-  Own your voice
-  Be kind
-  Fresh perspectives lead to innovation
-  Encourage others to speak
-  Own it, mistakes happen
-  Share the air

# Who we Are

- The SAC is a diverse group of scientists from all departments and experience levels

## **New members**

Jim Annis (SCD) - Co-Chair

Maria Baldini (APS-TD)

Flor De Maria Błaszczuk (ND)

Alex Drlica-Wagner (PPD)

Jeff Eldred (AD)

Bianca Giaccone (SQMS)

Mandy Kiburg (PPD)

Noemi Rocco (Theory)

Alexander Sukhanov (APS-TD)

## **Continuing members**

Doug Berry (PPD) - Co-Chair

Minerba Betancourt (ND)

Frank Chlebana (PPD) - Former Co-Chair

Patty McBride (PPD)

Frederique Pellemoine (AD)

Peter Shanahan (ND)

Tammy Walton (SCD)

- Accelerator Division (AD), Applied Physics and Superconducting Technology Division (APS-TD), Neutrino Division (ND), Particle Physics Division (PPD), Scientific Computing Division (SCD), and Superconducting Quantum Materials and Systems Center (SQMS)

# The SAC's Roll

- The Scientific Advisory Council was created in June 2013
  - It is composed of 16 members of the Fermilab scientific staff
  - Scientists come from all departments and levels of experience
- Roll is to openly discuss the short- and long-term scientific plans for the laboratory
- Serves as a line of communication between the directorate and scientific staff
- Address issues related to the day-to-day operation of Fermilab
- Organizes the quarterly All-Scientist meeting and the All-Scientist Retreats

The FY22 SAC



# SAC Activities for FY 21 & 22

- IPPM Strategic Planning and the Snowmass and P5 Process
  - Coordination of SAC Working Groups
  - Scientist Retreat Report
- Professional Development Leave
  - Unpaid Leave Policy
- Email Continuation after Termination
- Research Associate Mentoring Policy
- Interacting with Procurement
- Site Access
- Scientist Web Pages
- Communications Policy
- Work with Equity, Diversity, and Inclusion Task Force (EDIT)
- Travel Policies and Impact

# Snowmass, IPPM Strategic Planning, and P5 Process

- A major goal for FY 22 is the preparation of the scientific staff for the P5 process
- SAC held 2 All-Scientist Retreats
  - Assess all feasible projects that intersect with the next P5 report's timeline (now until ~2030)
    - Significant input from the scientific and technological working groups
    - Look at potential projects scopes and returns
    - Examine available laboratory resources
- A summary of the all-scientist retreat was created for the directorate
  - A major effort by the topic working group leaders and the SAC

## Summary of 2021 All-Scientist Retreat: The Four Retreat Strategic Planning Process

Institution: Fermi National Accelerator Laboratory

Street Address: Kirk Road and Pine Street, Batavia, IL 60310-5011

Postal Address: PO Box 500, Batavia, IL, 60510-5011

**Scientist Advisory Council:** J. Annis, M. Baldini, D. Berry, M. Betancourt, F. Blaszczyk, M. Checchin, F. Chlebana, A. Drlica-Wagner, J. Eldred, M. Kiburg, P. McBride, F. Pellemoine, N. Rocco, A. Schukraft (emeritus), P. Shanahan, A. Sukhanov, T. Walton

**Retreat Working Group Leaders:** M. Baldini, B. Benson, M. Betancourt, P. Bhat, A. Canepa, M. Checchin, A. Drlica-Wagner, J. Estrada, A. Fava, P. Fox., Z. Gecse, B. Giaccone, S. Jindariani, K. Knoepfel, G. Krnjaic, A. Lyon, J. Mott, S. Nagaitsev, Z. Pavlovic, F. Pellemoine, C. Polly, R. Ray, V. Rusu, A. Saini, P. Shanahan, A. Stebbins, D. Van Zanten, J. Zennamo

**Date:** April 18, 2022

# Professional Development Leave

- There is currently no formal policy for professional development leave at FNAL
  - Informal policy that is negotiated on a case-by-case basis
- The SAC contributors and the Directory collaborated to create Professional Research & Teaching Leave
  - Similar to that of a sabbatical at an academic institution
    - For employees with 6 year of service
  - Would be approved by division head and the directorate
  - Limit to 4 employees at a time
- The policy is currently being reviewed by HR
- A business case is being prepared for the DoE
- SAC Contributor: Jeff Eldred (with Eileen Crowley)

# Unpaid Leave Policy

- Interest in a formal unpaid leave policy
  - For employees not eligible for Professional Research & Teaching Leave
    - Employees interested in entrepreneurial leave
    - Leave for professional development not related to research or teaching
    - Employees that don't have 6 years of service
- Unpaid Leave Policy would fill the gap for those not covered by the Professional Research & Teaching Leave
- SAC Contributor: Jeff Eldred (with Eileen Crowley)



# Research Associate Mentoring Program

- There are several departments and divisions with successful research associate mentoring programs
- Board interested in expanding these programs to the entire laboratory
- The SAC contributors examined successful research associate mentoring programs at the laboratory
- Crafted guidelines for departments that do not have research associate mentoring programs
  - The mentoring guidelines can be found [All-Scientist Retreat Summary](#)
  - New guidelines were presented at the All-Scientist Retreat
    - General board-based support
- Climate Survey should assess the research associate mentoring program
- There is interest in expanding these mentoring programs all scientific staff
- SAC Contributors: Noemi Rocco and Minerba Betancourt

# Interacting with Procurement

- There was concerns expressed about the time it takes for procurements to be processed
- Met with the head of the procurement department
  - The SAC described the issue and desire for improved interactions between the scientific staff and procurement
- Procurement department has created trainings for all individuals who make purchases
- There was some interest in increasing the probe card limit
  - Initial investigation indicated that this limit is fix
  - Other DoE laboratories may have higher pro-card limits
  
- SAC Contributor: Mandy Kiburg

# Site Access Policy

- Site access policy and procedures have recently been in flux
  - Driven by the COVID-19 pandemic and new security restrictions
- Strong interest from scientific staff to maintain the openness of FNAL
  - New access procedure is hindering our ability to hold onsite meetings and gives the wrong message to outside collaborators
  - Would like to understand motivation for increased security posture
    - Do newer research initiatives require additional security
- The process for gaining site access could be improved by streamlining the process and better communication of the requirements
  - Limit number of Point of Contacts and provide training
  - Improve documentation / instructions
    - Clear explanation of the process for Users, Affiliates, and Business Visitors
  - Ability to see where you are in the process and what is the next step
  - Access granted yearly to allow multiple visits / year
- Gathering feedback from experience from the recent DUNE collaboration meeting
  - Hope we can be better prepared for the upcoming Users Meeting (June 13-17)
- SAC Contributors: Mandy Kiburg, Flor de Maria Blaszczyk, and Frank Chlebana

# Scientist Web Pages

- There has been an ongoing discussion of creating public web-pages for all scientific staff at Fermilab
  - Web pages would be similar to those of an academic physics department web page
  - Other DoE laboratories ([ANL](#)) have this option for their scientists
- Preliminary work has already been done by core computing
- System would pull the information for the web pages directly from Workday
  - Would require resources from core computing, human resources, and the Office of Communications
  - Work is ready to begin with directorate approval
- SAC Contributor: Alex Drlica-Wagner

# Communications Policy

- A new communications policy was announced in 2020 at an All-Scientist meeting
  - Scientific staff expressed numerous concerns
- The Communications Policy Task Force was formed after meeting the head of the Office of Communications
- Policy Task Force delivered recommendations to the Office of Communications in Spring of 2021
  - Shared at the All-Scientist meeting in June of 2021
- The directorate and Office of Communications agreed to all recommendations
  - A modification was made by the policy committee
- The new communications policy is being reviewed by the crisis team
- SAC Contributor: Tammy Walton (with Bo Jayatilaka)

# Interaction with Equity, Diversity, and Inclusion Task Force (EDIT)

- Two SAC members currently serving on EDIT
  - Has been the case for the duration of EDIT
- EDIT Members focus on Professional Development at Recruitment
- Working with topic working groups to create policy recommendations
  - Include ED&I in the first step of the hiring process
  - Promote ED&I as an opportunity for the laboratory to excel
  - Ensure everyone at FNAL understand the pathways for opportunity and promotion
- Monitor the process of implementation of the EDITs recommendations
- SAC Contributors: Flor de Maria Blaszczyk and Doug Berry

# Travel Policies at Fermilab

- Concerns among the scientific staff that Fermilab's travel policy are negatively impacting the mission of the Laboratory
- Fermilab travel policies and procedures may unnecessarily hinder the Science mission of the lab
  - A survey of Fermilab scientists' experiences with travel
    - Differentiate negative impacts on the mission from minor annoyances
  - Comparative review of Fermilab travel policies to those of other DOE-funded institutions
    - Illuminate areas of travel policy and procedure where Fermilab may have an opportunity to improve
- SAC Contributors: Noemi Rocco and Peter Shanahan

## Other Ongoing SAC Activities

- Unannounced Computer Updates - Tammy Walton and Alexander Sukhanov
- Climate Survey Implementation & Planning of Future Survey - Maria Baldini
- Interface with Future of Work Task Force - Mandy Kiburg and Jim Annis
- Laboratory Overheads - Patty McBride



# Summary

- The SAC has investigated a diverse set of topics in both FY 21 & 22
- The SAC is heavily engaged in the Snowmass/P5 process
- Engages in open dialog with the directorate
  - Advises the directorate on problems or issues that the scientific staff would like addressed
  - Works to find compromise and common paths forward to resolve issues
- Collaborates with the directorate and Scientific staff to fulfill the scientific mission of Fermilab