

Users Executive Committee (UEC)

Feb 27, 2024

Education Public Engagement Subcommittee

Barbara Yaeggy

Adam Lyon

Meeting with Sandra Charles (Chief Equity, Diversity, Inclusion and Accessibility Officer)

She pointed out that she deal with employees (mostly).

- Climate survey - haven't heard from the lab
- Summer students/users: find users to supervise summer students
- Summer student fair - Internship Week July 25th , **UEC can host an informal gathering** - past UEC maybe, share experiences in a relaxed environment.
- Report situations → get an input from users/experiments. How to engage users/experiments with report cases.
Action: survey.
 - *Get the sense of how users feel within such procedure within their experiments, how much they know/dont know sources at the lab.*
- **UEC website:** a quick access to request/complaints through the Concerns Reporting System

<https://diversity.fnal.gov/report/>

Equity, Diversity, Inclusion and Accessibility

Policies
Inclusive Resources
EDIA at Fermilab
Inclusion Matters >
Laboratory Demographics
Laboratory Resource Groups
Contact

Pipeline Programs

TARGET
VALOR Program
SIST
Undergraduate Co-Op Program

How To Report Concerns

Upcoming Events

How To Report Concerns

"I expect everyone in the Fermilab community of employees, visitors, and guests will continue to recognize, respect and appreciate the identities, experiences and needs of all. Our commitment will ensure we all do our best work and have access to the same opportunities. Harassment and discrimination have no place in our workplace, and we are all accountable to each other. If you ever have need to report a concern, several channels are available, including Integrity Counts and the open doors of HR and the Office of Equity, Diversity and Inclusion."- Sandra Charles, Chief EDI Officer

The Fermilab Concerns Reporting System

Third-party provided hotline/website where reporters may either self-identify or remain anonymous.

<https://app.integritycounts.ca/org/fermilab>

Phone Hotline: 866-921-6714 (USA), 00-800-2002-0033 (Switzerland)

<https://app.integritycounts.ca/org/fermilab>

Housing Allocation Committee (HAC)

Kick-Off Meeting (Feb 16)

- Summer 2024 request
- Proposed summer 24 allocation procedure

The full occupancy rule applies to any house paid through DOE funding.

Proposed Process for Allocation

- All requests must be submitted via the [Summer Housing Request Form](#)
- All requests will be reviewed by:
 - Housing for accuracy & complete information
 - Spokespeople for prioritization
 - Housing Allocation Committee for allocation based on laboratory priorities
 - Individuals directly from international institutions
 - Families with school age children
 - Neutrino/DUNE
 - Undergraduate Students
 - CMS
 - Theory
 - Other
 - Notification emails sent by housing directly.
- All available dorms, apartments, and houses will be allocated via the HAC – dorms will no longer be first come, first serve during summer only.
- How to handle extension requests from individuals already occupying housing?

Housing Allocation Committee Charter

- Purpose:
 - To provide a uniform process of coordinating, evaluating, and selecting occupants/residents for available on-site housing, with emphasis on the summer session (April through September).
- Total of 6 committee members:
 - Users & Affiliates Engagement Office (Chair) - permanent
 - Global Services Representatives (Co-Chairs - 2) - permanent
 - Internship Program Representative - permanent
 - Users Executive Committee (UEC) Representative – 1-year rotating term
 - Scientific Research Representative – 1-year rotating term
- Meetings:
 - Monthly during summer session
 - As needed rest of the year

Next HAC Meeting (Feb 29)

- Go through the spokespersons input on their requests lists
- Go through the requests & input from housing

Thanks!