



Users Meeting Planning Report



Fermilab UEC

1. Dates, Duration - NP: July 8-9, Italian Fest July 9th, eve **UM: July 10-12**

2. Broad Themes



Need a consistent story!

1. We'll need to respond to P5 – The trip to Washington D.C. was very encouraging. We should enter an era of higher, not lower, expectations
 2. So far, rough Program Timetable and several Speaker invites (Bill Foster, Jul 12)
 3. Poster session and Opening Reception Wednesday night,
 4. Possible Wine and Cheese and Colloquium related speakers
3. Speakers (begun – this will be discussed at the UM organizing meetings)
4. Users Meeting organizing schedule
1. Mondays, 2:00 PM CDT Zoom
 2. Mary Anne, Prabhjhat Singh (chair, co-chair...) Sophie Middleton (senior adviser), other members of the UEC will attend, others could join us.

Dates/Duration/Venues

1. We've had regular meetings organized with Stephany with the relevant Fermilab offices, as well as Site Access (Yesi Rubio, Jessica Christiansen, Donna Iraci, Melissa Ormond), and the Conference Office.
2. Began the Event Approval System (EAS) form.
3. Started booking rooms for the event:
 - a. Bldg 325 and Kuhn Barn for evening event - Festa Italiana (location will depend on who is invited, if families are included and Kuhn barn is not considered public by June we will hold the event in 327).
 - b. Atrium and 1 West for poster session and young professionals event – New Perspectives : 1 West, Ramsey, Atrium – for the Users Meeting sessions
4. Sending a **Save the Date** – the planning committee will provide us with some language and we will have to get Bonnie's approval and work with Deb Sebastian in Comms to send to the All-Users and FSPA listservs.
5. Setting up an Indico site w/registration – the planning committee will use this to start setting up the agenda and working with Site Access to ensure that everyone has approval the day of the event. Melissa will send us some language to add to this site in regards to Site Access.

VERY IMPORTANT !! We want a large in-person event

Other issues

Site access may be area of contention, but one of our goals is robust ON SITE participation, and we may be pushing back on current restrictions. The site venues are one part, but access to the lab by colleagues who traditionally have been welcomed and encouraged (students, scientists and other professionals NOT on projects or experiments, but within the same institutions or departments who are). In addition, facility and experiment tours, access to colleagues' offices, the Users Center access, etc.

1. URA travel application completed
2. Poster boards ordered (outside of UM budget)
3. Scheduling tours (Friday afternoon)
 1. Muon Campus
 2. Astrophysics projects in IERC
 3. IOTA
 4. Neutrino projects
4. Session blocks, Town Halls still in progress
5. Possible coordination with Colloquium/Wine and Cheese talks

Meeting Coordination and Registration with FNAL

Mary Anne Cummings, Prabhjot Singh, Sophie Middleton	Chair, Deputy Chair, Advisor - Users meeting committee	Decision, and organizing Users Meeting 2024 (URA application complete)	
Stephany Unruh	User Support Manager	Coordination between different teams or groups involved. Setting up all meetings and introduction between the organizing committee, site access, conference office, and communications till Users Meeting	
Jackie Sanchez	Bonnie's admin in Directorate	Room and conference hall booking Event request form Any admin work Content	
Anne Ferguson	Conference office	Budget Logistics On-site execution FRA approval	Office location: Bldg 327. New head of the conference office. Took over from Melody Saperston
Doug Glenzinski	Site access	Site access	Any more responsibilities
Dawn Staszak	Conference office with Anne Ferguson	Integration system between registration and site access (single entry integration)	(single entry integration)
Donna Iraci	Physical security officer	Security	
Jessica Christian	Event organizer	Onsite access, Security, Logistics User training, Badging User registration request	
Lori Limberg	Deputy security	Security	
Maxwell Bernstein	Office of Communications	Help with spreading event information in the community: sending dates of the event, for example, Save the Date email	
Yesen	Event organizer	Business visitor request	(single entry integration)

Theme: Response to the P5

- **As the highest priority independent of the budget scenarios, complete construction projects and support operations of ongoing experiments and research to enable maximum science.** This includes HL-LHC, the first phase of DUNE and PIP-II, the Rubin Observatory to carry out the Legacy Survey of Space and Time (LSST), and the LSST Dark Energy Science Collaboration. (No Mu2e-II?)
- **Construct a portfolio of major projects that collectively study nearly all fundamental constituents of our universe and their interactions,** as well as how those interactions determine both the cosmic past and future.
 1. **CMB-S4**, which looks back at the earliest moments of the universe,
 2. **Re-envisioned second phase of DUNE** with an early implementation of an enhanced 2.1 MW beam as the definitive long-baseline neutrino oscillation experiment, (discussion of a Neutrino Factory?)
 3. **Offshore Higgs factory, realized in collaboration with international partners**, in order to reveal the secrets of the Higgs boson,
 4. **Ultimate Generation 3 (G3) dark matter direct detection experiment** reaching the neutrino fog,
 5. **IceCube-Gen2** for the study of neutrino properties using non-beam neutrinos complementary to DUNE and for indirect detection of dark matter.
- **Create an improved balance between small-, medium-, and large-scale projects to open new scientific opportunities and maximize their results, enhance workforce development, promote creativity, and compete on the world stage.** The proposed portfolio includes implementing the recommended program, Advancing Science and Technology using Agile Experiments (ASTAE).
- **Support a comprehensive effort to develop the resources—theoretical, computational and technological—essential to our 20-year vision for the field. This includes an aggressive R&D program** that, while technologically challenging, could yield revolutionary accelerator designs that **chart a realistic path to a 10 TeV parton center-of-momentum (pCM) collider.** In particular, the muon collider option **builds on Fermilab strengths and capabilities and supports our aspiration to host a major collider facility in the US.**
- **Invest in initiatives aimed at developing the workforce, broadening engagement, and supporting ethical conduct in the field.** This commitment nurtures **an advanced technological workforce not only for particle physics, but for the nation as a whole.**

Organizing the Sessions

- Less detailed, more overview
- 12 Sessions:
 - Opening (P5 response)
 - Town Hall (P5 discussions)
 - Congressional, D.C., URA, DEI
 - Awards
 - Tours
 - Wine and Cheese (Keynote/Other)
 - 6 Sessions for science program... (can have higher level talks)
- 5 coffee breaks
- Poster session (posters up for the duration)
- Featured/keynote speaker at W&C and Colloquium expenses covered by FNAL
- URA application in... (other travel?)

Near Term Organizing

- Save the Date
 - Currently started
- Registration:
 - New Laboratory organizational processes being tested
 - Site access and badging
 - Tours
 - Want to have a “rough” draft of agenda
- UEC UM meetings: Mondays, 2:00 PM CDT, all are invited (will send out
- Friday meetings with FNAL personnel
 - Stephany is the point person for FNAL issues
 - Will be dealing with single entry integration through registration.
 - Coordinating with Wine & Cheese/Colloquium
- Requests out for keynote/featured speakers.