UEC Meeting Minutes
October 6th, 2023

Present:

N. Hartley, M. Mitrano, U. Bergmann, M. Doyle, N. Powers-Riggs, D. Rolles, D. Oberthuer, C. Rajendran, E. Biasin, A. Zong, B. Ofori-Okai, S. Pandolfi, T. Gorkhover, M. Centurion, S. Li, R. Boll, A. Rudenko, Y. Cao, A. Marinelli, M. Dunne, L. Conradson, B. Tan, P. Jones

Opening remarks- Nick Hartley, UEC Chair
- Round of introduction for all current, incoming and outgoing UEC members

Remarks from Mike Dunne:
UEC Charter:
- Outlining the general purpose of the UEC:
  - Representatives of broad scientific areas
  - Avenue for communication and advice between user community and lcls
  - Leadership role for the larger community
  - Outward facing advocacy
- Current areas of focus:
  - Identifying needs and desires of users
  - Developing strategic plans for facilities
  - Current Goal: engage more with the wider community
- Mike meets with the UEC most out of other committees, such as the SAC. His ask for the UEC is to participate fully and respectfully, and keep a community-wide perspective in mind
- Overview of current context for user engagement with LCLS:
  - User community currently is broad, and changing
  - Many facility and instrumentation upgrades in progress
  - Transition in people as staff join and leave the lab
  - Resulting in potentials for new workflows
- Topics to be covered at the upcoming SAC meeting (October 19-20)
  - How to make use of LCLS II
  - Instrument planning for LCLS II HE (end of 2024- start with XPP)
    - XCS - replaced with DXS
  - MEC updates still ongoing
  - Updates to Data sciences/challenges there
  - R&D updates
  - Want to address questions of operating culture, and early career perspectives
- Update on PRP process and challenges:
  - Ensure sufficient time to review: *Split CSD and maybe HCM panels* into two categories to ease reviewer burden

- Ensure full review coverage: *Assessments submitted 1-2 weeks in advance* - this allows many issues to be addressed, to provide effective use of the PRP meeting time
- Ensure efficient use of time: *Deploy new ranking tools*
- Ensure breadth of perspectives: *Increase early career researcher involvement*

UEC Housekeeping:
- Nick will send email inviting UEC members to suggest topics to cover throughout the year, members can vote on topics
- Vice Chair election: Main role is organizing the User's Meeting, and will become next year's Chair.
    - Candidates can nominate themselves or be nominated by someone else, would like to have nominations submitted by Friday 10/13.
    - Question: What does the vice chair do to organize User's Meeting?
    - A: (Nick) Mostly coordinating to find people to organize sessions, want to have a good balance of topics represented
    - A: (Mike) Vice chair is the "scientific conscience" of the user community

Reflection on 2023 User's Meeting
- Tutorials went well, want to look at how many people attended who weren't part of SLAC/Stanford
- Poster session location and time made it uncomfortably hot and bright.
    - Suggestion - have water or soda available through the poster session.
- Start time: some lack of clarity between website and program, 8 am is a very early start, would it be possible to start at 8:30?
- Is there any way to make on-site access less cumbersome?
    - A: Much of this limited by DOE
- Online access: Question of how available online streaming was?
    - (Leilani) Wanted to highly encourage on-site meeting
- Online access: Is broadcast link only available to people who registered? Would it be possible to make plenary sessions open to the public?
- Online access: what were the number of people who registered vs attended in person vs tried logging in?
    - A: 30-40 people logged on to plenary session.