

UEC Teleconference – July 20th, 2017

Attendees: Mike Dunne, Richard Sandberg, Blaine Mooers, Petra Fromme, Daniel Rolles, Frank Rosmej, Klaus Sokolowski, Nora Berrah, Peter Weber, Ross Harder, Paul Jones (for LCLS User Office).

Agenda Items

Federal budget

- LCLS funding for FY17 (Oct 2016-Sep 2017) has been at the level requested. The LCLS-II Project is progressing well (now over 50% complete), with funding arriving as requested.
- The FY18 (Oct 2017-Sep 2018) budget is under discussion within the US Congress and with the Administration. Our expectation is for essentially flat funding compared to FY17, although it will likely be many months before a position is finalized, and a Continuing Resolution (CR) is likely.
- Blaine Mooers provided an update on SSRL advocacy by the user community. The SSRL UEC prepared a White paper summarizing the scientific and societal impact of SSRL. The UEC set up a URL and mailing list that allows them to contact the user community without being connected to SLAC accounts.
- Richard Sandberg: The LCLS UEC is working to do the same for the LCLS User Community.
- The UEC discussed action it could take to advocate for continued support and funding for LCLS, SSRL and the other light sources.

SSURF

- SSURF (Society for Science at User Research Facilities), <http://www.ssurf.org/>, is the successor to NUFO (National User Facility Organization)
- Blaine Mooers: SSURF leadership held a teleconference with UEC Chairs from several facilities – first meeting since name change/reorganization. Some important notes:
 - 501(c)3 status – They will present to Capitol Hill, highlighting the value of user facilities, but cannot lobby. Can facilitate sharing of information and advocate for User Facilities.
 - One service they offer is a Listserve to manage user contacts for UECs. Could also become a valuable tool to collaborate and mobilize user community across all user facilities if needed.
 - SSURF could facilitate standardization of processes across all facilities. Shared tools, training, etc. and the idea to perhaps one day have a central data storage tool that could serve users from all facilities.
 - Special meeting of UEC chairs at SSURF to discuss how UECs are run and function.
 - SSURF to have flexible schedule with approx. bi-monthly meetings with UEC chairs, vice-chairs, and other interested UEC members. Will likely respond to congressional budgetary timelines.
- UEC members noted that the role of the UECs (linked to specific facilities) and SSURF (with its broad objectives) are complementary with regard to the speed of movement and targeted advocacy. Nevertheless, SSURF needs to proactively address issues affecting users, with timely meetings with Congressional representatives.
 - The UEC agreed that now is the time to actively communicate with SSURF and emphasize needs/expectations for its function. Example: e.g. membership policy, fees, areas of focus.
- The representation of SSURF at the SSRL/LCLS Users' Meeting was unclear. UEC agreed that they would like a representative from SSURF to attend the meeting - engagement from both sides is vital if we are to support SSURF initiatives
 - **Action: Leilani (LCLS Users Office) to get clarification on SSURF attendance at Users Meeting.**

Users' Meeting update

- LCLS has introduced the "Young Investigator Award"
 - Awardee will be recognized at Users' Meeting. There will be a \$1000 prize and certificate.
 - LCLS Young Investigators would be nominated by User Community, and selected by the UEC. Self-nomination would not be allowed.
 - **ACTION: R Sandberg to write criteria for Young Investigator candidates and details for nomination.**
- It was agreed that there should be greater overlap between the Users' Meeting and the preceding High Power Lasers workshop
 - Users' meeting will include an invited speaker from the HPL Workshop.

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- UEC attendance – Reimbursement policy will be sent to UEC members with formal invite.
- UEC to meet with DOE representatives on Thursday of the Users' Meeting
 - **Action: Mike Dunne to try and set up a teleconference with Peter Lee.**

Upcoming LCLS UEC election

- Term expirations in 2017:
 - Daniel Rolles (AMO)
 - Nora Berrah (outgoing NUFO representative, ex-officio position. This will be taken up by a SSURF representative)
 - Peter Weber (CSD)
 - Frank Rosmej (MEC)
 - Blaine Mooers (SSRL UEC Chair, ex-officio position on LCLS UEC)
 - There is also a vacant post following Phillippe Wernet (CSD) transition to SAC earlier this year.
- To increase UEC to 15 regular members, candidates needed in all areas as follows:
 - AMO x2
 - BIO x1
 - CSD x2
 - HCM x1
 - MEC x1
- Three polls will be created:
 - Vote to approve charter update
 - UEC nomination – name & email – SELF NOMINATION allowed.
 - After nominations close, ask candidates for a picture, short bio, paragraph statement of intent, link to website (optional) etc.
 - Young Investigator Award.
 - **ACTION: LCLS User Office to set up a website for these polls / nominations**
- Vote will close on the last day of the Users' Meeting - keep voting open throughout Users Meeting to capture most votes.
 - Announce new UEC Members after the meeting. Meeting is the final event for outgoing UEC members.

PRP discussion continuation

- Thoughts on a template for feedback from PRP – is this something that should be used?
 - Could improve the quality/detail of feedback, but needs to be flexible. Should a comment be provided in relation to each of the categories used for review?
 - Another facility sent 1-2 sentences feedback to users – not sufficient.
- Due to time constraints, further discussion on this topic was tabled until next meeting.

Schedule next UEC teleconference for end of August - focus on PRP Feedback and final preparations for Users' Meeting.

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ACTION ITEM	OWNER(S)	DEADLINE	STATUS
LCLS Users Office to get clarification on SSURF attendance at Users Meeting.	Leilani Conradson	n/a	Susan White De Pace will attend and speak for SSURF
Write criteria for Young Investigator candidates and details for nomination.	Richard Sandberg	n/a	Candidates must be <6 years PhD and no higher than Assistant Professor level.
Contact Peter Lee for potential teleconference during Users' Meeting	Mike Dunne	September 27th, 2017	In progress
LCLS User Office to set up a website for these polls / nominations	Paul Jones	n/a	Polls created, links included in Users' Meeting announcement
Announcement on Users' Meeting	Leilani Conradson	n/a	Sent July 28th, 2017
Schedule next UEC teleconference for end of August	Paul Jones	n/a	Scheduled for August 28th, 2017