

LCLS UEC Meeting January 30, 2017

LCLS UEC: Richard Sandberg, Nora Berrah, Christoph Bostedt, Bruce Doak, Petra Fromme, Arianna Gleason, Kristoffer Haldrup, Ross John Harder, Daniel Rolles, Frank Rosmej, Peter Weber, Philippe Wernet
SSRL UEC: David Bushnell

LCLS: Mike Dunne, David Fritz, Elizabeth Goodwin, Brittany Lemesh

- **Updates from Mike:**

- Run 15 PRP met.
 - Feasibility questionnaires were sent in February.
 - Approval letters will be sent in March.
- Triennial Review
 - 25-27 April 2017.
 - The review team will want input from UEC. Would like this to be considered, rather than ad hoc comments.
 - Do not yet have detailed questions, but UEC may want to consider which aspects of operations and development they see as having been important in the past 3 years; where there are problems; how they are being addressed (e.g. are we responsive); and is the balance of future developments meeting the user community's need etc.
- LCLS-II Instrument Design
 - A key principle will be to put more control and capabilities in the hands of the users.
 - This needs careful design of the user interface (e.g. GUI) as well as controls for machine protection, etc.
 - As part of this, we are assessing what configurations provide a platform for a substantial subset of experiments that can be "plumbed in" or pre-configured, reducing the need for repeated setup. This will require some compromises, and will inevitably be a staged process as the new machine turns on.
 - Seek active engagement via Instrument Advisory Panels, with key leaders in each.
 - We have some good engagement already, but needs to rise to a more involved level
 - Seek the UEC's help with this
 - One key part of this will be to walk through the steps required for canonical experiments in each area
 - LCLS staff to send further information to UEC
- Data reduction pipeline
 - There will be a ramp-up of LCLS-II that will need a more considered approach to data, including on-the-fly assessment of content (veto zero hit data; ROI; waveform compression; lossless image

- compression (2-3x dependent of degree of entropy in the image); etc.) May also impact retention policy.
 - We want to reach out to users to test ideas on real data over the next few months, prior to determining detailed approach and policy. Chris O'Grady will take the lead on this.
 - Amedeo will give a detailed presentation at an upcoming UEC meeting
 - Lab space
 - FEH - 2 new bio labs in the tunnel; ultimately room for 6
 - PSLB - Beneficial Occupancy is May 2018
- **Updates from the User Office:**
 - HCM Member Election
 - 4 candidates
 - Voting opened on 1/30 and closed on 2/9. Elizabeth sent an email to the user community with a link to the ballot form.
 - Klaus Sokolowski-Tinten received the most votes and confirmed to Richard that he is willing to serve the 3 year term on the UEC. The other candidates were notified about the election results.
 - Virtual town hall meeting
 - A virtual town hall meeting will be held in April, 2017
 - A live chat option was requested
 - First virtual meeting will be assessed to determine if it would be beneficial to offer a monthly meeting
 - Time: Morning session Pacific time is preferable so that international users can participate
 - Topics: Provide updates on LCLS II, new opportunities
 - A moderator will be appointed by LCLS
 - Elizabeth is organizing the details of the meeting and will notify the user community.
 - The UEC has requested the addition of a box to check on the LCLS proposal form for a Spokesperson to request beam time access to SSRL.
 - User Office met with the Stanford Guest House to find a solution to the recurring issue of users not being able to book rooms due to the Guest House being frequently sold out.
 - Beginning with Run 15, the Spokesperson for each accepted proposal will receive an email from the Guest House about reserving rooms immediately.
 - Cleaning of FEH Kitchen
 - Arrangements will be made for regularly scheduled cleaning of the FEH and NEH kitchens.
 - Signs will be displayed on fridge and in kitchen with the cleaning dates
 - Day of the week stickers will be available to put on the food in the fridge
 - Healthy food options and survey

- LCLS User Office sent a food survey to 100 staff members and received 35 responses.
 - Refrigerated vending machines (sandwiches, salads, etc.) were a more popular option than frozen or snack machines.
 - The most popular locations for the vending machines were in the NEH and FEH.
 - User Office met with a vendor to order two refrigerated vending machines.

- **LCLS/SSRL Users' Meeting:**
 - The dates were finalized:
 - Sept. 27-29, 2017
 - Topics
 - Forward topic suggestions to Richard and Christoph
 - The 2016 Agenda was sent to the UEC to review for topic suggestions
 - Should only half-day sessions be offered so that more workshops could be scheduled in an effort to increase attendance?
 - Schedule a combined session with one representative from each community to review all sessions available at meeting
 - Shorten the plenary speakers' presentations so that more topics could be covered?
 - Try not to overlap workshops with similar content that appeal to the same audience

- **User engagement:**
 - User Survey
 - Arianna, Ross, Christoph, and Petra are working on a user survey
 - Please submit ideas to them directly
 - Survey deadline before Triennial Review (4/25-4/27/17)
 - Other ideas
 - User Office summarize EORS (End of Run Summary) data for UEC

- **Next UEC teleconference: March 27, 2017**