

JLab User's Group Board of Directors Meeting

December 20, 2011

Boards members present: *Rakitha Beminiwattha, Daniel Carman, Kawtar Hafidi, Mark Ito, Aidan Kelleher, Sebastian Kuhn, Zein-Eddine Meziani, Karl Slifer, Kent Paschke, Anatoly Radyushkin, Lorelei Carlson*

Others attending: *Volker Burkert, Larry Cardman, Elizabeth Lawson, Bob McKeown, Andy Kowalski, Hugh Montgomery, Mike Pennington*

1. Business Meeting (Sebastian Kuhn):

- Sebastian is trying to organize the JLab satellite meeting at the upcoming APS April meeting. Contact Sebastian if you will be attending the APS meeting and can help organize or lead the satellite meeting.
- Postdoc prize: The deadline for applying is Jan. 3, 2012. The UGBOD will be given the materials to begin reviewing shortly thereafter.
- Thesis prize: The deadline for applying is Jan. 31, 2012. Committees will be formed to read the submissions. The reading of the theses will take place in Feb. After the UGBOD decides its final short list, a "super committee" will then review the final candidates to select a winner. If you have suggestions for folks to serve on this committee (including non-JLab folks), please contact Sebastian.
- The next UGBOD elections will take place in spring 2012. The positions that need to be filled include the chair elect, 3 at-large members, and the post-doc and student representatives. Sebastian will work to set up a nominating committee. Send Sebastian your suggestions for folks to serve on this committee.
- Sebastian reminded everyone to look at the UGBoD wiki page: (https://wiki.jlab.org/cugwiki/index.php/Main_Page). Folks should give feedback to Sebastian on this page and to help develop it.
- Planning is underway for next year's annual User's Group meeting. Please send Sebastian suggestions for speakers and topics.
- Finances: Lorelei gave an update on the current UGBOD funding account. There was some brief discussion on ways to generate additional funding for this account.
- Web design: Lorelei is working to continue to streamline the User's Group, Users, and User Liaison web pages. She is working to remove outdated links, to reduce needless repetition, and to include the most relevant information.

2. Address by Lab Director (Hugh Montgomery):

- The six-month shutdown this year was a major success for JLab. Now physics running is underway. The 6 GeV running period will come to a conclusion on May 18, 2012.
- The FY12 budget request for the JLab 12-GeV project was originally \$66M. What will be awarded will be much less than hoped for. The House mark-up was set at \$40M, the senate mark-up came in at \$55M. The budget version that was sent to the president to sign recently was at \$50M.
- The impact of the reduced budget for JLab is now being considered. One possible avenue is to extend the planned 12-month shutdown. Another avenue is to reduce scope. There is much going on considering the numbers and how to proceed. The various JLab budget scenarios will be presented to DOE in a meeting in mid-February.
- The JLab FY12 operations budget is such that the 6 GeV running schedule should not be impacted.
- There is much concern about the completion and funding of the 2007 Long Range Plan. Due to reduced funding levels over the past few years and projected into the future, there could be some impact on what will be completed.
- DOE has indicated that they will likely be looking to rate/rank all funded projects to look for places to assess the budget outlay vs. performance.

3. Director's Area Reports:

- Computing (Mark Ito):
 - Andy Kowalski gave a report for the IT Division including:
 - Presently updating the computer run upstairs in CEBAF Center.
 - Voice-over IP (VoIP) telephone is being deployed across the site. So far over 400 units have been installed.
 - ZIMBRA is now in limited production use (mimics Microsoft Exchange).
 - CUE file server upgrade on Dec. 22, 23.
 - Moved public_html from user home areas to userweb.jlab.org
 - Working to support video conferencing (ReadyTalk, EVO)
 - Cyber security still an ongoing issue.
 - Upgrading the JLab LQCD cluster - \$2M new investment in cluster computing.
 - Physics computing breakdown: simulation 49%, reconstruction 34%, analysis 16%.
 - In spring/summer 2012 there will be an external IT review to help ensure readiness for analysis of data once it is collected.

- Theory (Anatoly Radyushkin):
 - Mike Pennington discussed a few items:
 - Review of overall roles of JLab Theory Center.
 - Development of a common framework for model independent analysis of data from places such as JLab, BES, FAIR, etc.
 - There has been some progress in supporting theory group infrastructure. In the short term there will be a new staff position and several university bridge positions. Also an ongoing program that includes an advanced study institute geared for training younger folks.
- Graduate Students (Rakitha Beminiwattha):
 - Health insurance for visiting users (in particular graduate students) has been an area of ongoing activity. So far there has been great effort to get feedback from graduate students on their preferences for health insurance coverage. Questions such as who is covered and the associated rules have been investigated. Rakitha and Aidan will continue to follow up on this. We also need to better advertise to the graduate student users all relevant details on what is available and what they need to do.
 - A plan to develop a new student orientation pamphlet is being developed. The desire to have someone (like Bob Welsh) as graduate student “ombudsman” at Jefferson Lab was expressed.
- Postdocs (Aidan Kelleher):
 - Aidan reviewed the uneasiness about the number of available permanent positions for postdocs. It is a major concern. It is not clear what the UGBOD can do to help with this situation.
- Quality of Life (Daniel Carman):
 - Daniel discussed that there has been very little feedback from users over the past half year. Likely this is due to the 6-month down time where there were fewer users on site.
 - Lorelei noted that the plans for the new user space in the ARC building should be advertised shortly. There will be a new hoteling reservation system online soon and the next group of summer student visitors will be using the new ARC library user spaces. There has also been an effort to generate more available user space in CEBAF Center.
- Running Experiments (Kawtar Hafidi):
 - Kawtar sought out feedback from the spokespersons of each of the different experiments from Halls A, B, and C that are now on the floor.
 - The current run period began on Nov. 19 and will continue through May 19, 2012.

4). Miscellaneous:

- Advertising UGBOD to the community:
 - How to better advertise the UGBOD and their advocacy role to the user community? Several suggestions were discussed including:
 - Development of a UGBOD poster for posting around JLab. (Karl Slifer to take the lead, everyone to send him a mug shot!)
 - Adding a UGBOD page on the public information screen.
 - Adding a new TV monitor in CEBAF Center advertising the UGBOD.
 - Sending out an annual email to all people with JLab accounts encouraging them to sign up for CUGA emails (and to read them!)
 - UGBOD members giving presentations at each collaboration meeting taking place at Jefferson Lab.

5). Physics Division Report (Volker Burkert):

Volker Burkert (acting AD for physics) gave the Physics Division report. He talked about the following items:

- Reviewed Physics Division goals for FY12:
 - Publish high quality physics
 - Execute the experimental program
 - Advance the 12 GeV project
 - Occupy the new TED building
 - Prepare for the 12-month shutdown
 - Start to develop the 12 GeV initial running schedule
 - Plan to present the initial plan at the next PAC meeting
- Review of the FY11 physics results and technical progress.
- Look at the 6 GeV era schedule from now to the end in May 2012.
- Review of the g2p/GEp polarized target magnet problem in Hall A and the path forward. Hope to begin commissioning of the new system in early Feb.
- Hall B – Review the status of the HD-Ice target and initial running. Great success so far.
- Hall C – Review the status of Qweak. So far they have accumulated 25% of their proposed statistics. Now accumulating more statistics.
- Completed strategic planning town meetings across the lab in Dec. Planning for JLab's future after initial 12 GeV startup (next 5 – 10 years).
- 12 GeV upgrade highlights:
 - Detector and civil construction progress.
 - Review of approved experiments (including Super Big Byte, Moller, SOLID).
 - Capital equipment planning for FY13 to FY18.

- EIC Status:
 - Review present EIC-related activities at JLab.
 - Development of white paper planned for input to long range planning process.
 - 10 week Institute of Nuclear Theory program earlier this year on EIC physics program development (see arXiv:1108.1713).
 - There will be continuing discussion and input sought regarding which version of the EIC design to support (MEIC vs. eRHIC options).

6). SURA Report (Elizabeth Lawson):

- Discussion of the relationship of the User's Group with JSA.
- Discussion of JLab Initiatives Fund:
 - \$450k awarded for FY12 proposals
 - 27 funded of 37 proposals submitted
 - \$383k in matching funds for FY12 proposals
- SURA relations and outreach program discussed and reviewed.
- Residence Facility – status and facilities. Guest comments drove upgrades and renovations in the past year. Price hike by \$5/day.

7). Management Viewpoint (Bob McKeown):

- Management hirings: The Associate Director (AD) for physics was hired (Rolf Ent) after a major international search. The searches for the Deputy AD and the Hall A leader should be completed early next year.
- PAC39 is scheduled for June 18, 2012. They will consider new proposals and letters of intent. The Hall leaders will present drafts of the proposed early 12-GeV running plan.
 - Still need a new PAC member – input from UGBoD solicited
 - A suggestion was made that the UGBoD Chair should serve only in an advisory role on the PAC – without having to review specific proposals and without voting rights. We will collect opinions on this and make a formal recommendation to the Lab management at the next UGBoD meeting.
- Discussion of Super Big Byte in Hall A – A review was successfully completed in Oct.
- 12 GeV white paper: Preparation for 2012 NSAC activity. The plan is for a first draft in the first part of next year.
- EIC Status – Development of a white paper in progress (using input from the INT report). Need JLab community input.
- Publications – The lab wants to make sure that JLab-related publications are entered into the JLab publication database.
- Collaboration Meeting/Workshop/Conference refreshments – With more meetings being held at JLab, there is more and more stress on the JLab funds used to pay for refreshments. Looking into ways to raise money for these costs (registration fees,...)

- Strategic Planning: A series of town meetings have taken place within the different JLab divisions (physics, theory, accelerator, FEL). One more on “technology” will take place soon. These town meetings took place to help develop a JLab strategic planning document.
 - Bob is working to find more ways to include users in the process. Could possibly include a town hall meeting just for the users in early March.
 - A leadership retreat will be scheduled in spring 2002 to put together the planning document.
 - The plan is to report to the users at the summer User’s Group meeting.