

JLab User's Group Board of Directors Meeting

June 6, 2012

PART 1: 4:45 – 8:00

Boards members present: *John Arrington, Rakitha Beminiwattha*, Daniel Carman*, Annalisa D'Angelo, Mark Ito, Aidan Kelleher*, Sebastian Kuhn, Katherine Myers, Kent Paschke, Anatoly Radyushkin, Lorelei Carlson, Eric Voutier, Natalie Walford*

Others attending: *Walt Akers, Rolf Ent, Elizabeth Lawson, Bob McKeown, Hugh Montgomery, Patrizia Rossi, Chip Watson*

Board members missing: *Kawtar Hafidi*, Zein-Eddine Meziani*, Eugene Pasyuk, Karl Slifer**

**Outgoing board members*

1. JLab Management Report (Bob McKeown):

- Three senior management positions at JLab have recently been filled. This includes the Associate Director for Nuclear Physics – Rolf Ent, the Deputy Associate Director for Nuclear Physics – Patrizia Rossi, and the Hall A Group Leader (Cynthia Keppel).
- Bob reviewed the currently approved 12 GeV physics program. So far the number of approved PAC days by hall is as follows: 1099 Hall A, 1231 Hall B (includes substantial parallel running), 529 Hall C, and 199 Hall D.
- Bob provided an overview of PAC 39 (scheduled for the week of June 18). Part of the plans for PAC39 include presentations by the hall leaders on current thinking/plans for early running and PAC discussion of the running priorities.
- The lab is producing a strategic planning document. Multiple town meetings with JLab staff and users across the different divisions have taken place. JLab senior management will be discussing this at a retreat in summer 2012. This planning will include considerations of variations in the design and staging of the EIC, a plan for photon science at the FEL, plans for accelerator science and technology beyond the 12 GeV upgrade, and plans for LDRD (lab-directed R&D).
- LDRD – FY12 call for Letters of Intent has gone out. The plan is ultimately to start the LDRD program in FY14 at the level of \$0.5M/year.
- JLab Budget – FY12 budget for 12 GeV upgrade is \$50M (reduced by \$16M from baseline), OPS for FY12 reasonable. FY13 budget for 12 GeV upgrade is \$43M (baseline), OPS for FY13 reasonable. Could see some restoration of the reduced \$16M in FY14 (to be determined). However, due to the funding reductions compared to the baseline, it is very likely that the 12 GeV project will have to be “re-baselined” to delay completion dates.

- Nuclear physics budget – Due to projected budget shortfalls over the next 5 years, there will be insufficient funds to complete the recommendations from the 2007 long range plan. By FY17, the shortfall is expected to be at the level of \$200M. A new NSAC subcommittee is looking into the impacts and will make recommendations. The plan is for the committee to prepare a report by the end of this year. There will be town meetings at the DNP Fall meeting (October 24-27 2012) for user input.
- JLab has developed a “white paper” entitled “Physics Opportunities with the 12 GeV Upgrade at Jefferson Lab”. A preliminary draft has been prepared. Send higher-level comments to Bob. Plan to complete this by September 2012.

2. The Next Two Years – Activities and Priorities (Patrizia Rossi)

- Preparations for 12 GeV – deinstallation, construction, software, commissioning. Software review 6/7-8 2012; should be repeated at certain intervals.
- Remaining 6 GeV work – data mining efforts, publication overview, citation numbers from the papers published in each hall.

3. Director’s Area Reports:

- Quality of Life (Daniel Carman):
 - Issues with user space seem to have quieted down. The near-term plan is to officially start the hoteling system for user space, initially for the ARC “library” work stations. Counting House renovation will restrict access.
 - No input from the users regarding quality of life for the last few months.
 - Will consider using “Survey Monkey” or “suggestion boxes” to get more input.
- Computing (Mark Ito):
 - Chip Watson gave a report for the IT Division including:
 - 512 new cores have recently been added to the farm computing; this is a 50% capacity increase.
 - All old cache servers have now been retired.
 - The work disks are all slated to be replaced soon.
 - Networking updates: SDR Infiniband (10 Gb/s) on the farm nodes, allows higher bandwidth disk to tape.
 - LQCD cluster – recently added 212 nodes; could share available CPU cycles with physics
 - Mark prepared a note detailing the user response/take on the cyber event from last year. This has been posted on the UGBOD wiki.
 - Mark is also planning to release a survey to the users regarding all aspects of scientific computing.

- Offsite access to be upgraded (new RedHat, removal of “white list”); bbftp will be kept alive “for a while” but ultimately replaced by gridftp; network speed to be upgraded.
- Theory (Anatoly Radyushkin):
 - Anatoly reviewed the make-up of the JLab Theory Group (14 senior level folks, 7 postdocs, 12 graduate students; not all folks are supported by JLab).
 - There is a significant visitor program that is supported by the Theory Group.
 - Anatoly presented a brief overview of the supported workshops by the Theory Group, including those planned for the near term.
 - Interviews begin shortly for the leader of the Theory Group Analysis Center.
- PAC Issues/Running Experiments (Kawtar Hafidi):
 - Kawtar’s report was given by Sebastian in her absence. She has not gotten any user feedback recently.
 - A survey for the users is being considered.
- Foreign Visitors/International Relations (Kent Paschke, Lorelei Carlson):
 - Lorelei stressed the importance of invitation letters for foreign visitors.
 - Kent has not gotten any input from users recently.
 - Electronic visitor registration form seems to be working well.
- Graduate Students (Rakitha Beminiwattha):
 - Health insurance for visiting users (in particular graduate students) needs input from the user community before the period where JLab enters into renegotiation period.
 - A graduate student handbook has been prepared and is now on the Users Liaison web page.
 - There was a conflict between HUGS and the Users Group meeting this year. There were some complaints.
 - Lorelei trying to get information on completed Ph.D.s. This is an ongoing struggle each year.
- Postdocs (Aidan Kelleher):
 - Aidan spoke about the continuing uneasiness about the number of available permanent positions for postdocs.
 - Rolf spoke about future staffing plans for JLab. Not expecting large growth of scientific staff moving forward.
 - NUFO update – poster session in DC still being optimized to get the right venue and the right audience. The folks from the APS Outreach Office have offered to help.
- Committee formed to look into Health Insurance for Foreign Visitors, Students and Postdocs: Katherine, Kent, (Eric,) and Natalie
- Outreach (Karl Slifer):
 - No report.

4. Address by Lab Director (Hugh Montgomery):

- Mont gave his take on the recently completed Users Group meeting. He was well pleased with the program.
- With the exception of the superconducting magnets, the 12 GeV upgrade project has gone very well.
- Several important events went quite well:
 - Science and Technology review
 - Mid-year report to the DOE site office
 - Strategic plan discussion with the Office of Science
- Mont gave his take on the recently completed searches for the AD, deputy AD, and Hall A leader.
- There was a discussion of the role of the UGBOD chair in the PAC. More discussion will be required. Should this UGBOD chair be a voting member or just a non-voting participant?

JLab User's Group Board of Directors Meeting

June 6, 2012

PART 2: 8:00 – 10:30

-Old members have left, new and existing members remained in meeting, Natalie assigned to be note taker for at least this meeting, perhaps John will take over next time

-Elizabeth Lawson gave a report on behalf of JSA, highlights include:

- SURA's role
- JSA Initiatives Fund is support available for users (i.e. graduate support, sabbatical support, User group prizes, workshops, etc.)
- JSA Initiatives Fund proposal deadline is August 3, 2012
- The proposals submitted from users will come to user's board between August 3-24 for board to look over
- JSA has mapped out User's Relation Strategy to contact congressional members
- SURA still operates SURA residence facility, operate at break-even budget, next step for facility is to take care of aging facility

-New responsibilities were assigned, Ken wants to step away from Foreign Visitor responsibility since foreigners are on board now, he is assigned to Outreach, Annalisa is assigned to Quality of Life, Eric is assigned to Foreign Visitors, Eugene is assigned to Installation of Experiments/PAC (position should be renamed/reworked since there will be no running of experiments for at least next 1.5 years)

-New members should email contact info and current photograph of self to Sebastian

-Next meeting date was discussed and decided on after Memorial Day in 2013, specifically Wednesday May 29, 2013 thru Friday May 31, 2013, the board is encouraged to start thinking of big-name physics speakers for next year's meeting

-Attendance of this meeting was: 160 total participants (62 students, 47 staff, 51 users-including speakers); new rule should be incorporated for next year's poster competition that "Must be present to win"

-Next few months to keep in mind on your calendar:

- August- JSA Fund initiatives to review
- December- next board meeting
- December/January- postdoc/thesis prizes to review (should decide if the winning process should be reviewed, i.e. more than one winner)

-Future elections to the board was discussed, and whether or not the election process be changed (i.e. only one vote even though three spots available), Mark 'volunteered' to look into most democratic way of voting when there is multiple positions available

-New (and old) members should get involved and ask user's what they think they need or want as a user, members should get in touch with community

-Board discussed sending polls out to community (polls regarding user's issues, i.e. computing, user's meeting, concerns, etc.), but not all polls should be sent at once, space out the polls and utilize Survey Monkey as poll template

-Should be noted that the first two days of talks from User's Meeting are already up on the webpage immediately following meeting!