

# SHUG-EC Meeting Minutes

13 May 2025

## In Attendance

- Ben Frandsen
- Grace Longbons (Secretary)
- Nairiti Sinha
- Katie Weigandt
- Weiwei Xie (Vice Chair)
- Julia Zaikina
- Janell Thomson (ORNL)
- Jon Taylor (ORNL)

## Agenda

- Update on the Joint CNMS and SHUG User Meeting plans
- Discuss possible dates for the SHUG-EC to host a 1-hour webinar on Second Target Station and instrument selection
- New ‘Collaboration Agreement’ language that was added to the beamtime award notices
- Discuss the agenda for SHUG-EC On-Site Meeting in August

## Minutes

### (17:03) Approved April Meeting Minutes

### (17:04) Invited Speakers for Joint CNMS-SHUG User Meeting

- Many invited speakers have been asked, but there have not been a lot of responses as of yet.
- The spreadsheet shared with the SHUG-EC of the speakers is organized by color: green is a confirmed speaker, orange is awaiting a response, and pink indicates a declined speaker.
- **Actionable Item:** Send an email to the invited speakers who have not replied to remind them to respond. If there is no reply within one week, extend an invitation to the next possible speaker.
- If needing to pick a third speaker, Janell will see if there are any overlaps between the SHUG and CNMS lists.
- Nairiti has offered to send reminder emails to the soft matter/biology speakers.

### (17:09) Hosting a Webinar on STS Updates

- At the suggestions of Janell and Jon, SHUG is going to host a webinar to inform the user community on progress from the STS workshop as well as possibly solicit input and feedback.
- It is important that the user community is informed of their contribution to the status of the STS, what occurred during the Grand Challenge Workshop, and how ORNL used the workshop results to update the science case to present to DOE BES.
- The Grand Challenge Workshop Reports
- It is possible the post-workshop document ORNL sent to BES and is continuing to work on can be shared with the user community; Jon is going to check with Jens to confirm.
- If the document can be shared, then it could be useful to get feedback from the user community, perhaps on the instrument selection section.
- SHUG-EC will need to reach out to the organizers of the Grand Challenge Workshop, and maybe specifically Alan Tennant who was in key in organizing the workshop.
- This webinar should occur before the Joint CNMS and SHUG User Meeting in August so that the webinar’s feedback and follow-up can be addressed at the meeting if needed.
- The webinar length should be 1 hour if only using the webinar as a way to update the community, or 2 hours if soliciting feedback.
- The SHUG-EC is tentatively planning for the STS updates webinar to occur in the last week of June (week of 23 - 27 June), as this is before many people have summer travel. The webinar should be between 11:00 - 16:00 ET to accommodate the Pacific Time Zone attendees.

- Janell can help organize the webinar and create the links, but may not be available to facilitate running the webinar. Perhaps Michelle could help instead.
- **Actionable Item:** Weiwei has offered to send around dates of preference for the webinar.

### (17:20) Collaboration Agreement Language on Beamtime Awards

- With increased scrutiny on ORNL's publications and collaborations, whether they be with ORNL scientists or users, new language has been included in the beamtime award notices that requires users to declare if they have, or intend to have in the future, any collaborations with particular institutions.
- An affirmative response indicating the user does have some of these collaborations, does not mean they will be denied access to beamtime, it means that ORNL may take a closer look at the experiment and collaborations *etc.*
- This new agreement applies to all users and this includes ORNL scientists.
- Potentially adding more text, like for example: "If you do collaborate with these institutions, please contact the user office..." This helps clear up potential miscommunications regarding if the beamtime will be revoked.
- **Actionable Item:** Ben has offered to start a draft of an email to send to the user community explaining the new Collaboration Agreement and to clearly communicate that the SHUG-EC is aware of it and can help clarify any confusion. Once drafted, coordinate with Janell and Jon on the language and content. The email needs to be worded carefully to not create more questions than it answers.

### (17:43) On-Site Meeting

- Janell and ORNL need a skeleton agenda for the SHUG-EC On-Site Meeting by the next SHUG-EC Meeting on 11 June 2025.
- With the On-Site Meeting being held concurrently with the Joint CNMS and SHUG User Meeting in Nashville, all of the talks and meetings need to go through an internal system at ORNL before they can be approved and scheduled. For this reason, the agenda cannot be created at the last minute.
- In creating an agenda, things to keep in mind:
  - It may be difficult to assemble all of the instrument teams into one room as the meeting will be space-limited at the Crowne Plaza.
  - A speaker and agenda are required to classify a working lunch so that the lunch will be covered by ORNL.
  - The agenda needs to span 10:00 - 17:00, with a possible closed-door SHUG-EC session starting the morning at 9:00 am.
- Janell sent the agenda for last year's On-Site Meeting, so the SHUG-EC can use that as inspiration for the upcoming meeting agenda.
- Potential topics to include on the agenda:
  - STS timeline and updates.
  - HFIR Update with the shutdown and how that impacts the schedule over the next few years.
  - Current funding status of PIs and Users: how the community is being impacted by the recent funding cuts (*e.g.* if PIs and users do/don't have funding to attend or send students to experiments) and what to do in the short-term when research funding is not available to the community.
- **Actionable Item:** Go over last year's SHUG-EC On-Site Meeting agenda and begin drafting an agenda that can be finalized at the next SHUG-EC meeting (11 June 2025).
- The SHUG-EC should have heard, or will hear soon, from Jessica Pierce about arranging travel to Nashville for the meetings in August.