

SHUG-EC Conference Call: Tuesday January 11th, 2022

Online:

ORNL: Janell Thomson, Travis Williams, Hans Christen, Lisa Debeer-Schmitt, Jamie Fernandez-Baca, Stephen Nagler

External: Geneva Laurita, Adrian Brugger, Daniel Shoemaker, Yun Liu, Amy Xu, Rana Ashkar, Rebecca Dally, Peter Gilbert, Igor Zaliznyak, Jaroslaw Majewski

Document approval:

Minutes from December 2021 conference call: approve

Agenda for January 2022 conference call: approve

1. Self-Introduction of new EC members. (Amy, Igor, Rebecca, Peter, and Naresh)
 - a. **Action item (new members):** join the Slack channel
2. Selecting the vice chair and secretary of EC and determining the future EC meeting date/time. (Yun)
 - a. New Vice Chair: Igor Zaliznyak
 - b. New Secretary: Rebecca Dally
 - c. **Action item (all):** fill out Doodle poll from Yun for new meeting time
3. Determining the on-site visit dates (Expect to have 1.5 days at ORNL) (Janell and Yun)
 - a. Proposed time second half of June or beginning of August
 - i. Considerations: need to get done before start of fall semester, keeping in mind final report took ~1 month
 - ii. Discussed pros and cons of overlap with scattering school
 - iii. Tentatively converged on week of July 18th
 - iv. Discussed ideas for exact dates
 - v. Discussed the possibility of being in person or virtual; TBD
 1. Strongly favor on-site if possible; plan on this for now
4. Introduction of the “student programs at SNS/HFIR” (Janell and Hans)
 - a. Brief description from Hans
 - i. Program that would focus around an extended collaborative visit during a student’s PhD studies
 - ii. Discussed idea to talk with NIST colleagues to see how their program compares
 - b. Need two volunteers from EC
 - i. **Action Item (Adrian and Rana):** Email Stephen Nagler to follow up
5. Update the SHUG Outreach Symposium ideas. (Daniel and Yun)
 - a. Set purpose and scope of symposium (increase diversity in user base; target new users)
 - i. Discussed the timing, location, audience of each symposium
 - ii. Goal is to do one soon, which would likely be virtual
 - b. Operating plan google doc (shared via Slack channel by Daniel) to set outreach structure and assessment method
 - i. This document serves as a process for SHUG EC members to propose symposia ideas
 - ii. Document workshops how to propose a symposium idea and example responses (in blue)
 - iii. **Action item (all):** contact Daniel if you want to help with a diffraction symposium
 - iv. **Action item (all):** think about and propose new symposium ideas if you have them
6. ACNS SHUG town hall (everyone)

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- a. Bylaw revision
 - i. About NScD EC members: NScD suggestion is to update the bylaws so that there are no NScD people on the SHUG EC in future.
 1. Encompasses all NScD internal staff serving on EC
 2. Discussed pros and cons of having NScD as full members
 3. Discussed the idea of *ex officio* positions + 12 non-ORNL EC members
 - ii. Membership qualification (2 years vs. 5 years?)
 - iii. Any other suggestions for the bylaw change
 1. Discussed if we need to announce this at User meeting before voting
 - iv. **Action item (all):** follow up discussion on Slack channel
 - b. NScD update about the outage and DEI effort? (Is there a SNS town hall at ACNS this year?)
 - c. Other issues ??
7. NScD 10 year plan response (Daniel and Yun)
 - a. Publicly-available strategic plan that will additionally serve as internal guidelines
 - b. Our response is to ORNL management about the 10 year plan to be submitted to DOE
 - i. Will divide into subgroups of EC based on expertise to work on our response, which will be directly incorporated into the document before submission to DOE
 - ii. **Action item (all):** place general comments directly onto document shared by Yun via Slack channel
 1. Yun will send out focus subgroups to Slack channel
 8. Update from Jarek about access of US facilities to international facilities
 - a. **Action item (all):** email Jarek ideas/issues in regards to this
 9. (FUTURE ITEM) DEI town hall effort of NSSA (Lisa)
 10. (FUTURE ITEM) The lab access and account maintenance for users impacted by the pandemic (Geneva and Yun)
 11. (FUTURE ITEM) Plan for the focused EC meetings (everyone)
 - a. Software
 - b. Diversity, Equity, and Inclusion
 - c. Outage plan updates from NScD
 12. Next conference call: TBD after doodle poll