

RHIC & AGS UEC Meeting Minutes
June 11, 2004

Present: Gary Westfall, Susan White DePace, Brant Johnson, Angela Melocoton,
Christine Aidala, Peter Bond, Karl Kusche, Mike Sivertz, and Steven Kettell

Called in: George Stephans

Gary Westfall:

UEC Plans for Upcoming Year	
Setup of subcommittees	(see presentation: Agenda)
Annual Meeting	To be coordinated by UEC incoming chair (Brant Johnson)
Elections	To be coordinated by current chair (Gary Westfall)
Thesis Award	To be coordinated by outgoing chair (Vicki Greene)
Computing:	Still open--volunteer requested
Foreign Visitors & Assignments	Mike Sivertz
QOL	George Stephans, Christine Aidala
Public Affairs	Still open--volunteer requested

* Other subcommittee members to be determined soon.

Dissolution of the Bylaws subcommittee was proposed. It was also noted that the bylaws need to be updated on the web.

Elections will be coordinated by the UEC current chair, and a subcommittee should be created to help.

At the Users' Meeting, the poster session is to be coordinated by the UEC student/postdoc representative.

Discussion for October DNP meeting:

Need suggestions for speaker(s).

- Someone to speak on visas and foreign visitors?
- Summary of the current status of RHIC physics?

The Users' Meeting should not be scheduled in conflict with other activities at DNP.

Coordination of the User Facilities Meeting with DNP was proposed.

Suggestions for other activities were solicited:

Visit to Washington--potentially with other Users' Groups in late February or early March
Letter-writing campaigns

Brant Johnson:

Users' Meeting recap (see presentation: Report on Annual Meeting):

The New format with workshops was successful.

Increased number of registrants compared to last year.

For next year, a 5-day meeting including workshops was proposed. Plenary sessions will be at the end of the week. 3-4 days workshops, 1-2 days plenary. Perhaps workshops Monday-Thursday morning, plenary Thursday afternoon-Friday.

People who submit entries for the thesis award will be expected to make posters of their work. Thesis award winners will give plenary talks.

The possibility of vendors will be explored.

Combining the RHIC/AGS Users' meeting with the ATF, NSRL, and/or Tandem was proposed. This could also make vendors more willing to come.

UEC Annual Calendar:

Several modifications were made--

- Add User Facilities Meeting to September/early October
- Add call for Users' Meeting workshops to January
- Move visit to Washington from April to February
- Add contacting other facilities regarding Washington visit to July/Aug
 - JLab, RIA, perhaps also coordinate with SLAC and FNAL
 - Visit to Washington will be discussed at Dec. mtg. with Director
- Putting the UEC calendar on the web was proposed

Michael Sivertz:

Foreign Visits and Assignments (see presentation):

- Update on critical nature of situation
- Call for ideas on how users' organizations can get more involved

UEC website:

Moving the website off of bnl.gov should be pursued.

- MSU could host the site
- What the NSLS does should be investigated

Invited speakers for future meetings:

Praveen Chaudhari proposed for August

- Visas and foreign visitors--what can the UEC do to help?

Jeffrey Swenson & Christine Carter proposed for October

- Quality of life

A Public Affairs speaker proposed for February

- someone who has represented SLAC/FNAL in Washington?

Other items:

Low attendance at the meeting an issue. Should try to get better attendance at future meetings.

Subcommittee chairs should give brief (~paragraph) monthly reports on the activities of their group, due on the Friday after the second Thursday of the month.

--C. Aidala