
Department Heads Meeting August 17, 2011

David B. MacFarlane

Guests

- Frank Topper & Eric Shupert
 - Discussion of changes to pay cycle and performance evaluation process
 - Demonstration of new performance evaluation web tool

Next steps in performance evaluation process

- Phase 1: Now through mid-September
 - Familiarize yourself with the new web form and options
 - Agree with each employee on elements and sections to be included in the annual evaluation form
 - “Essential Competencies” required for all employees
 - “Leadership/Professional Competencies” optional for non-supervisory employees; also have the option of choosing a subset
 - Choose relevant options from “Scientific Achievement” measures for scientific staff
 - Option of re-weighting factors within these categories, with some constraints
 - Option of changing weights for overall major sections
 - If goals were set for FY2011, these should be captured in the “Goals” section

Next steps in performance evaluation process

- Phase 2: October to mid-November
 - What to expect: detailed timeline to follow
 - Orientation sessions for performance evaluation form
 - Conduct performance evaluation and meet with employees based on phase 1 choices for relevant sections
 - Establish goals for FY2012
 - Conduct upper management review and normalization
 - Set performance bonus awards

Science program news

- Theory program review [July 25-27]
 - Very positive closeout comments, waiting for report in 1-2 months
- DOE Site Visit [Aug 2 in Germantown]
- LSST project
 - NSF Preliminary Design Review upcoming [Aug 29-Sep 1]
 - DOE CD-1 review of camera project scheduled [Nov 1-3]
- SPC meeting upcoming [Nov 3-4]
- Intensity Frontier Workshop [Nov 30-Dec 2 in Washington]
 - JoAnne Hewett & Harry Weerts co-conveners
 - Planning PPA Faculty & Senior Staff retreat on September 23rd to discuss SLAC program
- Next summer will be a full S&T review, rather than site visit
 - Held every four years with external review panel

Reverse site visit agenda

Duration (including discussion)	Start	Topic	Speaker	DOE Contact	Write-up Sections
40	9:00	Overview of HEP & Accelerator R&D plan at SLAC	David MacFarlane	All	
30	9:40	Proton research	Su Dong	Saul Gonzalez	ATLAS
20	10:10	Electron Research [Energy Frontier]	John Jaros	John Kogut	LCD
20	10:30	Electron Research [Intensity Frontier]	Bill Wisniewski	John Kogut	BABAR science, SuperB R&D, HPS
20	10:50	Break			
20	11:10	Nonaccelerator: Cosmic Frontier [Fermi, CTA]	Roger Blandford	Kathy Turner & Michael Salamon	Fermi ISOC, Fermi science, CTA
20	11:30	Nonaccelerator: Cosmic Frontier [Dark Universe]	Aaron Roodman	Kathy Turner & Michael Salamon	CDMS, DES, LSST, O&E cosmology
20	11:50	LSST Project	Steve Kahn	Kathy Turner & Fred Borcherding	LSST Project
60	12:10	Lunch			
20	13:10	Nonaccelerator: Intensity Frontier (video)	Marty Breidenbach	Kathy Turner & Michael Salamon	EXO
20	13:30	HEP Computing	Richard Dubois	Lali Chatterjee	SCA Group, GEANT4, SPIRES
20	13:50	Detector R&D and ESTB	David MacFarlane	Fred Borcherding	Detector R&D, ESTB
30	14:10	Accelerator R&D/WFO	Norbert Holtkamp	Accelerator interested staff	
30	14:40	Accelerator Science	Eric Colby	LK Len & Bruce Strauss	Beam physics & computing, high gradient, DLA, PWFA, SCIDAC
20	15:10	Accelerator Development	Chris Adolphson	LK Len & Bruce Strauss	High Power rf (including ILC), Project-X, Muon Collider
20	15:30	Break			
20	15:50	ILC and LARP	Nan Phinney	LK Len & Bruce Strauss	ILC (excluding high power rf), LARP
20	16:10	FACET User Facility	Carsten Hast	LK Len, Bruce Strauss, Michael Procaro	FACET
15	16:30	BABAR D&D	Bill Wisniewski	John Kogut	
15	16:45	PEP-II D&D	John Seeman	John Kogut	
15	17:00	Summary	MacFarlane/Holtkamp	All	

SharePoint site being set up with talks

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Site visit closeout and discussion

- Talks and “two-pagers” generally very well received
 - Well prepared, provided the information needed and gave a good overview of accomplishments and plans
 - However, several talks were prepared very late, had too much information and/or ran overtime without allowing for questions
 - Homework from program managers, who were present & engaged
- Overall budget planning for FY2012
 - Overall OHEP has been given a flat-flat profile for FY12 (~ \$795M)
 - \$50M for LBNE & mu-to-e projects, and DUSEL pumping needs to be found within this budget partly offset by Tevatron shutdown
 - SLAC initial financial plan for FY2012 was characterized as flat-flat, which is consistent with our current planning
 - Seems to be pressure on B Factory budget and some questioning of whether the ramp-up pace for PEP-II D&D could be slower

Site visit closeout and discussion

- Energy Frontier
 - OHEP is not supportive of ambitious forms of Lepton-Collider Framework proposal
 - Encourage an LCSim proposal as a community design tool
 - Believe LC detector R&D should be evaluated in the context of other generic R&D proposals
 - Evaluation of physics capabilities for CLIC and MC encouraged within existing research activities, but not receptive to more ambitious detector concept development
 - Some minimal organizational structure still needed to frame US effort and interface to evolving international LC scene
 - Discussion last week at DPF meeting in Providence

Site visit closeout and discussion

- Cosmic Frontier
 - Wedge of construction money in non-accelerator budget in FY2017 and beyond has disappeared in recent long-term OHEP planning
 - At present OHEP does not foresee a CTA construction project
 - Need to evaluate physics case emerging from Indirect DM workshop
 - Continue to question individuals and programs working on the boundary between HEP and astrophysics
 - Tonne-scale EXO needs to formulate a technology roadmap & develop an integrated R&D proposal for FY2012 R&D funding
- Intensity Frontier and B physics
 - Discussed plan based on evaluation SuperB and other options in broader context of intensity frontier program and OHEP workshop
 - Agreed that this will lead to a resolution of possible SuperB engagement in the coming weeks

Site visit closeout and discussion

- Next step for FACET national user facility
 - Strongly encourage by OHEP
 - Definition of availability needs to be revisited to better differentiate basic accelerator uptime from other factors
 - OHEP will try to make the full \$10.5M operations budget available for 4 months of user operations
- Scientific computing strategy
 - Encouraged to develop proposals for xrootd, LCSim, and core data management; will also propose core database group
 - Working to identify scientific computing support in existing budgets to be moved to KA14 HEP Computing for FY2012 IFP
 - Less clear reaction to ongoing computing hardware investment, in particular skeptical about level of investment needed

Some wider ranging topics

- Some discussion about the national and international ILC organization post 2012
 - LCSGA proposal from Grannis, Bagger, Harrison was discussed at OHEP 3 weeks ago and OHEP supports this
 - Expressed concern about visibility and alternative models
- OHEP/ONP are funding water pumping in DUSEL for FY2012 (\$15M) while a new DOE plan is developed
 - DUSEL would be a big investment which does not fit in the budget along with Project X
 - Pace of decision making unclear, but LBNE and Project-X R&D continuing
- Some discussion about Muon Collider R&D (MAP) program
 - MAP goals unclear at present, pending naming of a new Director
 - MC is viewed as a very long-way away from a viable option

Administrative news

- Electronic time-effort reporting
 - Roll out postponed until Oct 1
- Reviewing administrative supervisor lists
 - Conform with lab-wide guideline of maximum four line management levels between Lab Director and employee
- Changes in financial planning group
 - Have reduced staffing to two planners, with one open requisition following a resignation by one planner
- Moving to identify additional staffing reductions
 - Attrition and voluntary layoff requests leave us about \$1M over FY2012 targeted reductions for PPA
 - Currently evaluating options for reductions by about Oct 1, but August is proving to be a very busy month