

DRAFT - MINUTES OF MEETING**Title/Subject:** Diamond User Committee Meeting #14**Venue:**

Diamond House, G53/4

Chairman:

Dr Tom Hase

Time/Date:Tuesday 22nd March 2016**Secretary:**

Kathryn Poulter

PARTICIPANTS**DUC members**

Peter Wells
 Tom Hase (Chair)
 Amber Thompson
 Alan Dunbar
 Nick Brooks
 Feodor Ogrin
 Ed Lowe

Institution

Research Complex at Harwell
 University of Warwick
 University of Oxford
 University of Sheffield
 Imperial College, London
 University of Exeter
 University of Oxford

ISIS User Committee

Jon Goff

Royal Holloway

**Diamond Light Source
representatives**

Alun Ashton
 Isabelle Boscaro Clarke
 Steve Collins
 Andy Dent
 Michael Drakopoulos
 Dave Hall
 Mark Heron
 Burkhard Kaulich
 Chris Nicklin
 Kathryn Poulter
 Bill Pulford
 Rob Rambo
 Trevor Rayment
 Cecilia Sanchez-Hanke
 Andrea Strange
 Dave Stuart
 Richard Walker
 Martin Walsh
 Rob Walton
 Jorg Zegenhagen

Data Analysis Software Group Leader
 Head of Communications
 Materials Village Coordinator (stand in for K Sawhney)
 Physical Sciences Coordinator
 Engineering & Environmental Science Village Coordinator
 MX Village Coordinator
 Controls Group Leader
 Spectroscopy Village Coordinator
 Surfaces & Interfaces Village Coordinator
 Operations Programme Manager
 Scientific IT Software Computing Coordinator
 Soft Condensed Matter Village Coordinator
 Director, Physical Sciences
 Science Operations Coordinator
 User Office Administrator
 Director, Life Sciences
 Technical Director
 Life Sciences Coordinator
 Data Acquisition Group Leader
 Physical Sciences Coordinator

Apologies:

John McGeehan
 Sam Chong
 Yvonne Grunder
 Gareth Law
 Colin Pulham
 Sue Judge

University of Portsmouth
 University of Liverpool
 University of Liverpool
 University of Manchester
 University of Edinburgh
 User Office Manager

1. INTRODUCTIONS AND OPENING REMARKS

Tom Hase welcomed everyone to the meeting including the 4 new representatives of the DUC, and Jon Goff who was attending as the ISIS User committee chair.

Apologies were received from John McGeehan, Sam Chong, Yvonne Grunder, Gareth Law, Colin Pulham and Sue Judge.

2. MINUTES AND ACTIONS

The Minutes of the meeting held on 22nd Sept 2015 were approved.

Action: 12.4 Tom has sent the letter to STFC regarding concerns over the lack of space at Ridgeway, and had a response from Gordon Stewart. A review of requirements has been commissioned by STFC and will be led by Prof John Collier.

Action 12.5 – A ticket has been raised in UAS for the notification to PIs if the end of expt form is completed by another member of the team. Timescales for completing this functionality will be confirmed.

Action 13.2 – the website is yet to be updated with the procedure if a “frequent user” forgets their Pass. In this situation, Diamond will give them a new pass at the gate.

Action 13.3 – Diamond to investigate the feasibility of issuing cards to all users. Following discussion, Diamond will compile more data, and review internally prior to the next meeting.

Action 13.6 - User Policy on Taxi's – No open bookings will be made out of hours, unless the user is staying offsite. Users will need to pay for a taxi and then claim back. The website will be updated accordingly.

Action 13.7 – Mark reported that he had contacted the users and had no further feedback from the groups who produced large data sets.

Action 13.8 – Discussions have been held with the Machine team regarding the low alpha switchover. It was agreed to make more use of the monitors to inform users of the switch over and also via the PBS.

Action 13.9 - The User Office confirmed that the guest house can be paid for in advance. It was asked if the cards can be charged up in advance. The User Office agreed to investigate this advance payment option through the universities.

All other actions were completed.

3. HEALTH & SAFETY

No issues raised.

4. ESUO REPORT

Calypso+, which is a new H2020 programme, has been submitted. The new proposal is for 10MEuros and covers TransNational Access.

The Photon Science Strategy Panel (PSSP) met in January to discuss a common approach for a coordinated Research Infrastructure of photon science facilities in Europe. A user questionnaire has been compiled which the DUC need to respond to.

5. ISIS USER COMMITTEE

Following the last DUC meeting, the chair of the ISIS user committee, Jon Goff attended to give an overview of the current organisation and issues.

The ISIS user committee meets twice a year, after the Facility Access Panels (FAPs). There are 2 reps for each FAP, and there are 7 areas. As the FAPs are based around instrumentation, it can be hard to have User meetings that serve all areas of Science.

The ISIS user committee has recently had a campaigning role, due to ISIS running with reduced operational beamtime, and found it to be effective.

The committee are looking for opportunities for joint approaches with Diamond, e.g. For the STFC computational strategy review, or better access to HPC, as well as accommodation.

Agreed that there was a need for continued dialogue offline, between the two chairs, and they would attend reciprocal meetings as required. Additionally it would be helpful to make a copy of the minutes available.

6. MACHINE REPORT

Richard Walker gave a presentation to update the DUC on developments and performance of the machine.

7. PHYSICAL SCIENCES UPDATE

Trevor Rayment gave a presentation to update the DUC on the progress on the Physical Sciences Beamlines.

Feodor Ogrin asked whether I08 can be used for magnetic measurements. Trevor replied that the beamline can use small magnets but not variable field magnets. This was a decision made by the User working group, as there are other beamlines at Diamond that can do this.

8. LIFE SCIENCES UPDATE

Dave Stuart gave a presentation to update the DUC on the progress on the Life Sciences Beamlines.

It was agreed that with the start of operations of the EMs, that an EM representative was required on the DUC.

Action: Kathryn Poulter

9. USER OFFICE UPDATE

Cecilia Sanchez-Hanke gave a presentation on the User Office. There was a lot of discussion around last minutes changes to visits and timely submission of forms.

At the moment, large numbers of users are added at the last minute to visits because they haven't completed the safety test. This puts the User office under a lot of pressure, particularly when it comes to booking accommodation. There was a lot of discussion whether cut off times would work etc, however there was the view that we don't want to be too rigid. Particularly if there is an opportunity for someone to come on an expt. and they don't need accommodation. It was agreed that Diamond would come up with a proposal for discussion.

Action: Cecilia Sanchez-Hanke.

10. DEVELOPMENTS IN DATA ANALYSIS

Alun Ashton gave a presentation to update the DUC on the Scientific Software team.

Following on from the recently announced ESRF's decision to make all user data public after a period of 3 years a lively discussion was held on Diamonds open access policy towards data release and storage – this will have implications for big-data storage as well as other issues.

Diamond has yet to formally announce an updated data policy, but it is clear that open access to the data as well as the meta-data (again this needs to be defined carefully) will be required. It was agreed that a dialogue with the DUC was needed to understand what they would like to implement and what it would cost/resource implications. Support was expressed for continued archiving of data.

11. COMMUNICATIONS UPDATE

Isabelle Boscaro-Clarke gave a presentation to update the DUC on the work of the Communications team. There are currently 4712 publications in the database, whereas back in November there were 4000. It is part of the T&Cs of beamtime to acknowledge Diamond in any paper resulting from data acquired here.

The next user meeting will be held 7th-8th Sept, with the same format as last year. The Student day will be on the 6th Sept, and registration will open by the end of April. The keynote speaker will be Prof Wah Chiu. There will be a larger workshop on Emerging techniques XFEL/Cryo EM for Life and Physical science as well as 2-3 smaller workshops.

The user meeting was discussed at the last DUC. It was agreed that we would review the statistics regarding attendance, and the SRUM overall at the next meeting.

12. FEEDBACK SESSION WITH VILLAGE CO ORDINATORS

Materials

The topic of improved documentation was discussed as regarding the control of beamlines and how to deal with data analysis. Trevor agreed that keeping manuals up to date is important for the User and that this should be raised at the BOCC. **Action: Trevor Rayment**

There was feedback from users (both positive and negative) following the recent upgrade to I19. It is clear that the new experimental set up will be faster, and that users can see the potential. However there has been some frustration expressed that the way of carrying out an experiment has changed. Diamond is communicating with the user community regarding development steps to improve the process, and will report back to the next DUC.

Action: Trevor Rayment.

Soft Condensed Matter

The comments received were positive. There was discussion around data access/downloading, and the possibility of adopting the existing IspyB. DAWN was also discussed, as at times it can be a little too powerful. It would be helpful to have basic workshops, and tutorials published or FAQs. **Action: Alun Ashton.**

Engineering

Nothing to report

MX

Again positive feedback was received from users regarding the operation of the MX beamlines. There were some specific issues resolved with the Village coordinator during discussions.

Spectroscopy

All users that replied had positive comments about the change to collecting badges from the gate. There was also positive feedback from one user following beamtime on I08. There was a question from one user that managed to get a grant with DLS time/beamtime, but then didn't get PRP time. In these situations, the user should contact the relevant Science Director, to help resolve.

Surfaces & Interfaces

Only a few comments were received, and these were mainly positive, particularly about I07. There were comments about why the software doesn't look more like SPEC, which has been answered previously.

14. AOB

Tom raised the issue as to whether the DUC has the right balance with 12 users and 20 Diamond staff. Also whether there was enough time for discussion, as the key purpose of the committee is to listen to the concerns of users and then act on them. For example a closed session for the Users reps could be set up within the agenda. Tom to make a proposal for changes to the meeting agenda.

Action: Tom Hase.

Annex A: New Actions

Number	Action	Actionee	Target Completion Date / Status
12.5	Update UAS to allow the PI to receive notification if the end of experiment form has been completed by another member of the team. Cecilia to confirm status.	Cecilia Sanchez-Hanke	Sept-16
13.2	Website to be updated with the procedure if a "Frequent User" forgets their pass.	Cecilia Sanchez-Hanke	Sept-16
13.3	To investigate the feasibility of issuing access cards for all users to keep for 2 years. User office to compile additional statistics to aid decision making.	Andrea Strange	Sept-16
13.4	To consider an online survey linked to the beamtime application process to gather feedback on UAS.	Cecilia Sanchez-Hanke	Sept-16
13.6	User office to update the website regarding the policy for out of hours taxi bookings.	Andrea Strange	Sept-16
13.9	To investigate if cards can be charged up in advance of a visit.	Andrea Strange	Sept-16
14.1	Kathryn to organise a representative for EMs to join the committee.	Kathryn Poulter	Sept-16
14.2	Cecilia to draft a proposal regarding the procedure for changes to visits.	Cecilia Sanchez-Hanke	Sept-16
14.3	Trevor to raise the issue of updating beamline manuals at the BOCC.	Trevor Rayment (Andy Dent)	Sept-16
14.4	To report back to the DUC regarding progress made on I19.	Andy Dent	Sept-16
14.5	To have a basic user workshop for DAWN, and tutorials published or FAQs.	Alun Ashton	Sept-16
14.6	Tom to propose changes to the operation of the DUC meeting for discussion.	Tom Hase	Sept-16

Annex B: Completed Actions

Number	Action	Actionee	Status
12.4	To complete the letter to STFC regarding concerns over the lack of space at the Ridgway guesthouse for Diamond users.	Tom Hase	Complete.
12.8	To update the I20 website with more details of current status and plans.	I20 team /Communications	Implemented a newsfeed on the website.
13.1	Tom to have a meeting with Jon Goff regarding reciprocal attendance at Isis/DLS user committee meetings.	Tom Hase	Complete.
13.5	To circulate the Communications update slides so that DUC members can suggest names for workshops and Plenary speakers for the 2016 user meeting.	Kathryn Poulter DUC	Complete
13.7	Mark to investigate the data transfer issues on I13	Mark Heron	Followed up with C Rau. Emailed users groups who produced large datasets however there was no further feedback. Complete
13.8	To review the switch over before/after low alpha beamtime	Andy Dent	Discussions have been held with the machine team. It was agreed to make more use of the monitors to communicate changes regarding the switch over to low alpha and also via the PBS.
13.10	To run an election for 4 new representatives for the DUC.	Kathryn Poulter	Complete

ESUO summary report for DUC14 – March 2016

UK representatives:

- Executive Committee member:
 - Keith Wilson (University of York) – also member of Project Evaluation Committee for BioStruct-X
- Ordinary members:
 - Mike Hough (University of Essex) – Life Sciences user of BioStruct-X
 - Tom Hase (University of Warwick) – Physical Sciences and DUC Chair

Activities since DUC13

ESUO met on 09/10 March 2016 at the ESRF. The main objectives of the meeting were to:

- Hear details about the national communities [Standing item],
- Discuss the remit and impact of ESUO and *wayforlight*.
- Receive an update on Horizon2020 Application,
- Discuss the recent Photon Science Strategy Panel request for information (appended).

Calypso+:

New H2020 program lead by Prof. M. Helm (HZDR) within the H202-INFRAIA (research infrastructures) call. Main points include:

- Keep user fees as low as possible,
- Networking of Synchrotron users may become the main part of the new proposal: “Development of a Pan-European Light source user community” (including SESAME and the FEL user community).
- Development and integration of the European user community
 - Regional conferences
 - Training through HERCULES, expansion towards several European regions
- Industrial users training and networking.
- User driven JRAs – data management, remote access, robotics...

New proposal will be composed by 4 Network Activities, 2 JRAs and TNA work-packages for all European SR and FEL users (physics, chemistry, materials, life science...)

Transnational Access Activity (TNA):	4.5 M€
2 Joint Research Activities (JRAs):	2.3 M€
4 Networking Activities (NAs):	2.6 M€
Management (MGT):	0.6 M€
Total:	10.0 M€

Networking Activities

- NA1: User Access and Data management (incl. ESUO activities)
- NA2: Dissemination and Training (incl. ESUO activities)
- NA3: European Light Sources for Industrial Innovation
- NA4: Sustainability

Joint Research Activities

JRA1: Metrology towards One-Nanometre-Precise Optics

JRA2: Demonstrator of a Remote Data Analysis as a Service

Photon Science Strategy Panel (PSSP)

The Directors of all European SR/FEL facilities met in Hamburg (Jan 13 2016) to discuss a common approach for a coordinated Research Infrastructure of photon science facilities in Europe. The goal is to compile an approximately 100-page document that can be presented to the funding bodies in spring 2017 and is being coordinated by Helmut Dosch (DESSY Chair). In this document, past developments and the current situation of light sources in Europe shall be analyzed in order to make recommendations for the future to strengthen the functional network of large scale research infrastructures and hence improve their service to the international community. *Present the SR community as a multimodal facility with a community size on a par with CERN.*

WP1 Standardized proposals and evaluation system

WP 2 Standardized Performance metrics

WP 3 European Platform for standard tools & industrial use

WP 4 Education, training mobility

WP 5 European Platform for technology R&D

WP 6 Statutes of the PSSP consortium

ESUO request for the development of a sustainable approach for TNA in future and a coordination of facility shut downs due to planned upgrades.

Other ESUO activities

ESUO continues to support the SESAME facility and their users. Planned meeting to provide training and support in proposal writing etc. ESUO will change its name to “**European Synchrotron and FEL User Organization**“ so it can provide support to the whole community. ESUO will be represented on the iNEXT committee as well.

Next scheduled meeting:

- ESUO meeting Spring 2017 at DIAMOND

Tom Hase, March 2016

User questionnaire for PSSP

Motivation

Besides a questionnaire being compiled by the facilities themselves, ESUO has been requested to respond to provide the user perspective to obtain a clearer picture of the needs and developments. The information is requested by April 10th with responses to the following questions:

1. For which experiments is the number of experimental stations at European radiation sources too low to meet user demand?
2. Which type of experiments cannot be realized at European Sources?
3. Which experiments (in addition to biological/macromolecular crystallography) could be foreseen for remote access?
4. What kind of supporting infra-structure facilities (sample preparation, (bio)chemical laboratory, ...) are needed at Synchrotron Radiation/Free Electron Laser facilities?
5. What new perspectives do the new Multi-Bend Achromat-sources at MaxIV, ESRF-Upgrade or similar projects at other SR sources offer to users?
6. Does the current half-year allocation period for proposals/access at SR/FEL facilities fit user demand? How would you rank fast-track options or long-term proposals in this context?
7. Do you see a need for an “educational” beamline to train young/new users?
8. Do we need larger “user consortia” at future SR and FEL sources to realize complex and multidisciplinary experiments?