

MINUTES OF MEETING

Title/Subject: Diamond User Committee Meeting #8

Venue: Diamond House, G59

Chairman:
Prof. Bill Clegg

Time/Date: Tuesday 5th March 2013

Secretary:
Kathryn Poulter

PARTICIPANTS

ADDITIONAL DISTRIBUTION

DUC members

Bill Clegg (Chair)
Joe Hriljac
Karen Hudson-Edwards
David Lawson
Rob Lindsay
Keith Meek
John McGeehan

Institution

University of Newcastle
University of Birmingham
Birkbeck College
John Innes Centre
University of Manchester
University of Cardiff
University of Portsmouth

**Diamond Light Source
representatives:**

Isabelle Boscaro-Clarke
Sarah Boundy

Head of Communications
Scientific Communications
Co-ordinator
Soft Condensed Matter Village
Coordinator
Physical Sciences Coordinator
MX Village Coordinator
User Office Manager
Spectroscopy Village
Coordinator
Surfaces & Interfaces Village
Coordinator
Operations Programme
Manager
Head of Data Acquisition and
Scientific Computing
Director, Physical Sciences
Materials Village Coordinator
Director, Life Sciences
Engineering & Environmental
Science Village Coordinator
Technical Director
Life Sciences Coordinator

Gianfelice Cinque

Andy Dent
Dave Hall
Susan Judge
Burkhard Kaulich

Chris Nicklin

Kathryn Poulter

Bill Pulford

Trevor Rayment
Kawal Sawhney
Dave Stuart
Heribert Wilhelm (for
Michael Drakopoulos)
Richard Walker
Martin Walsh

APOLOGIES

David Dye
Imperial College London
Karen Edler
University of Bath
Peter Lee
University of Manchester
Josep Sulé-Suso
Keele University
Liane Benning
University of Leeds

1. INTRODUCTIONS AND OPENING REMARKS

Bill Clegg welcomed everyone to the meeting, in particular the new representatives Joe Hriljac (Engineering), Rob Lindsay (Surfaces & Interfaces) and John McGeehan (MX). Apologies were received from David Dye, Karen Edler, Peter Lee, Josep Sule-Suso and Liane Benning (new rep for Spectroscopy).

2. MINUTES AND ACTIONS

The Minutes of the meeting held on 18th September 2012 were approved.

Action 5.4: MX village web pages – these are now due for release in March

Action 6.8: The plan for the SCM village labs is ongoing pending I21 building design

Action 7.6: The process for shipping dewars is still under review and will be discussed in the breakout session.

All other actions were completed.

3. HEALTH & SAFETY

There were no issues raised.

4. ESUO

Bill Clegg reported that the annual meeting was held at Alba in October-12. An update on the status of Calypso was provided. The proposal has been funded in principle, however the contract is still not signed. This is due to ongoing discussions regarding planning for Horizon 2020 programme in May. Expressions of Interest were requested late last year for Horizon 2020. The next meeting of the ESUO is in September at the SLS.

Transnational access is for people in a country to use facilities in other countries. The DUC is for users of Diamond. There is no committee in the UK that represents synchrotron users wanting to use overseas facilities. The ESUO have altered their constitution so that the UK can have 3 representatives. Bill asked who should these be and how do we choose? Ideally we are looking for UK users of other European facilities.

Andy Dent asked if other synchrotrons have user committees. Bill replied that there is a synchrotron user's organisation in some countries, particularly in countries with no home facility.

Martin Walsh suggested that Diamond could run an election, where nominees have to be users of European synchrotrons. Then an election could be held for a Physical Science rep, a Life Science rep with the third representative being the DUC chair. Bill agreed to do more consulting on the subject by e-mail.

Action: Bill Clegg

5. USER REPRESENTATIVES REPORT

i) MX

Dave Lawson reported that feedback had generally been positive. One general item had been raised regarding Beamtime dates. Can these be supplied as meeting requests in Outlook so that they do not have to be re-entered into calendars manually. Bill Pulford replied that technically it could be done via iCal. Sue Judge questioned how it could be kept up to date with changes, and this may have to be done manually. The initial appointment could go out as part of the announcement of allocations. It was also requested whether a 3 week reminder could be added to request that ERAs are submitted and the online test completed.

Martin asked if this functionality would be useful for other groups. Trevor thought it would be, and Chris Nicklin commented that it was on the list of requirements for the new UAS system

Dave Stuart suggested that Diamond will come back with a plan to the next meeting.

Action: Bill Pulford/Sue Judge

ii) Soft condensed matter

No feedback had been received. Some comments had been made directly to Nick Terrill regarding software issues.

Keith Meek suggested that contacting users personally seems to work, and so please could mailing lists be provided.

iii) Materials

Bill had received one comment, about catering. Evening meals at weekends are noticeably less good and getting worse. Martin asked if there is a different chef at the weekend. Sue replied that they work on shift, there is just less choice due to numbers. The suggestion was made whether the chef can do simple meals that are easier to cook for each person coming in? Sue agreed to follow up.

Action: Sue Judge.

There had been positive comments about lunches during the week.

iv) Engineering

No specific feedback had been received. Following on from Keith's comments it was agreed that Sue would send the relevant e-mail lists to the DUC reps. Reps should contact the users, collate the feedback and then send it into Kathryn before the next meeting. This can then be distributed to the Village Coordinators as appropriate, who can obtain relevant information before the DUC, or have other PBS on standby for the breakout sessions if necessary.

Action: Sue Judge/DUC Reps

v) Surfaces & Interfaces

No Comments

vi) Spectroscopy

No additional comments

6. MACHINE UPDATE REPORT

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

7. LIFE SCIENCES UPDATE

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

It was highlighted that a new PIN project consultation was underway in which Diamond was participating. Additionally that remote access is now available at all times

Dave Lawson commented that the use of short shifts had been very positive. It matches well with timelines in the lab in order to get feedback into the experiment. There had been some issues with dewars, otherwise everything had run well.

8. PHYSICAL SCIENCES REPORT

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

Joe Hriljac commented that it would be good to send a specific e-mail to I11 users to explain what will happen when the beamline comes back online at the end of Sept, regarding beamtime to enable students finishing PhDs and to encourage users to start reapplying.

Action: Sue Judge / Chiu Tang

9. FEEDBACK FROM VILLAGE COORDINATOR BREAKOUT SESSIONS

i) Spectroscopy.

Karen reported that she had two main questions. The first regarding when I20 would come online had been answered in Trevor's presentation. The second area discussed was software, as there had been some specific comments, and the reps would like to canvas the users. Sue was asked to provide a distribution list of users.

Action: Sue Judge

The web pages for Spectroscopy are also being redeveloped.

ii) Surfaces and Interfaces

The question was raised regarding how to get small machining jobs carried out at weekends, and whether there could be a small user workshop. Due to H&S it was thought this was unlikely, but the suggestion that the EHCs might be able to help was made. Trevor will look into this and report back.

Action: Trevor Rayment

Access to the offline UHV surface equipment was also discussed. There is a new technician in post whose role should be to assist and enable users to do more themselves. This area needs clarification and then communication to the users. **Action: Trevor Rayment /Chris Nicklin**

iii) Materials

iv) Engineering

The I15 and I15-1 project had been discussed. Joe asked that users be informed about recent staffing changes, and the availability of cells and gas loading.

Action: Heribert Wilhelm/Sue Judge

Additionally during the time I15 is down, is there another beamline on which routine high pressure work can be carried out e.g. could I19 or B16 set aside some time? Trevor agreed that this needed some thought. It would also help if users are informed about the shutdown in good time.

Action: Trevor Rayment/Heribert Wilhelm

v) Soft Condensed Matter

Gianfelice reported that the reorganisation of the Soft Condensed Matter offline labs will be needed as a consequence of building I21. Trevor commented that I21 will take away some space, so we will make plans as quickly as possible. There may be a period when a temporary solution is needed.

Software was also discussed. B22 software is continuing to improve due to ongoing collaboration with Bruker. Remote access for data analysis (in common with B23), using virtual machines (7 users max) is currently under test.

vi) Macromolecular Crystallography MX

The user friendliness of the data dispenser was discussed. Bill will clarify the changes that are scheduled to be made in the future.

Action: Bill Pulford.

It was asked if there is a better way of getting data to home sites than via FTP. Information on this process needs to be consolidated and then communicated to users. Bill will discuss clarification of the data backup process with Alun Ashton.

Action: Bill Pulford.

There are ways of subdividing a visit directory through the new RCP GUI, which will be trialled.

A question had been received regarding access to CD/SAXS beamlines via MX BAGS. Martin commented that MX BAGS should be encouraged to include the science case for BIOSAXS and B23 in their proposals to PRP1. Diamond needs to clarify how we get the process of allocating beamtime working better in these cases between two Panels and understanding success and failure rates of access.

Action: Martin Walsh.

Centralisation of dewar shipping:- a number of issues were discussed. Dave Hall agreed to move this item forward. DLS will pay for the shipment of 1 dewar/8hr shift regardless of whether access is totally remote, as long as Diamond's preferred shipper is used.

Action: Dave Hall

It was requested that more time be allowed in the agenda for the breakout session. The suggestion was made to have this part either side of lunch.

Action Kathryn Poulter

10. USER OFFICE REPORT

Sue Judge gave a presentation to update progress in the User Office.

It was commented that it would be useful to have report forms returned as a % as well as a number.

Action: Sue Judge

It was reported that there are still issues with sandwiches in the vending machines during the weekend. This is particularly an issue if users arrive at Diamond after the restaurant has shut. Sue agreed to follow up with Avenance, as it might be possible to have other food such as pasties with a longer shelf life over the weekend. It was asked whether a machine could be made available in the restaurant which is restocked at the weekend. However it must be able to be accessed at all times.

Action: Sue Judge

Joe raised the issue that Isis gives users more money/day than Diamond. Diamond currently gives users £16/day now. Approx 10-15% is not used, and if anything is left, it is wiped off.

The new User Administration System was discussed. Bill suggested that we can remind people of the link to the system in the minutes.

Action: Kathryn Poulter

<http://uas2013s.diamond.ac.uk/uas/>

A fed id is needed, if there are any access issues please contact the User Office.

Sue commented that we have a consultant, Vivienne Andrews, concentrating on the user experience, who would be talking to users. This is to ensure that when you look at a webpage it is easy to follow, and minimises the need for documentation.

Dave Lawson asked whether satisfaction surveys from remote users would be needed in the new system as it is not really applicable. Sue commented that it was realised that this was not needed.

11. SOFTWARE REPORT

John McGeehan asked if there would be an opportunity to put comments directly into the software to report error messages and help manage error handling. Bill replied that this is planned.

Action: Bill Pulford

12. SR USER MEETING

A draft schedule for the meeting and details of the workshops were circulated. The keynote speaker will be Prof John Jenkin, the official Bragg biographer.

Time has been allowed in the schedule to move from the welcome to the workshops, and also to finish up and move to the Pickavance for the keynote speaker. The plan is to open for registration in April. The main urgency now is to agree speakers for the various workshops, and DUC members were encouraged to liaise with workshop organisers

Action: DUC members

The Young Investigator award will be presented in the welcome session. Entry this year is relatively low with 18 applicants and it was asked if it should be run every 2 years.

Bill replied that it would be good to keep the award every year. Joe commented that Diamond needs to clarify what the qualifications for entry are, i.e. someone who is a student or someone more established.

Action: Trevor Rayment /Isabelle Boscaro-Clarke

There was some discussion that if numbers increase >250 then the meeting will have to move its location. This would impact on the delegate rate, which was thought to be counterproductive. The suggestion was made that more workshops could be held at other times through the year. Any ideas please contact Isabelle.

Isabelle thanked the DUC reps for the comments received so far on the new MX platform, and explained that the next area would be spectroscopy.

13. AOB

Bill commented that his term as Chair is almost over. The process would be set in motion to elect a new chair to allow handover at the beginning of the next meeting. A call for nominations from the group would be made, and then an election held.

Action: Kathryn Poulter

Annex A: New Actions

Number	Action	Actionee	Target Completion Date / Status
5.4	To restructure the MX village web pages – Final release to be made in March-13.	Dave Hall	End March
6.8	To circulate a plan for the Soft Condensed Matter village labs, and request input from the user community	Nick Terrill/ Gianfelice Cinque	Next meeting
7.6	To clarify the process for Dewar shipping.	Dave Hall	Next meeting
8.1	To consult with the DUC regarding representatives for the ESUO	Bill Clegg	May-13
8.2	To report to the next meeting on plans for sending outlook appointments with beamtime allocations.	Bill Pulford/ Sue Judge	Next meeting
8.3	To request that the restaurant be able to provide “on demand” meals at the weekend.	Sue Judge	Next meeting
8.4	To provide distribution lists of users to the DUC reps, so that they can be contacted for feedback in advance of the next DUC.	Sue Judge / DUC reps	Aug-13
8.5	To e-mail I11 users to explain the plans for bringing I11 back online in Sept-13.	Chiu Tang / Sue Judge	May-13
8.6	To provide a distribution list for the spectroscopy village to Karen Hudson-Edwards.	Sue Judge	Apr-13
8.7	To report back on the summary of feedback regarding software.	Karen Hudson- Edwards	Next meeting
8.8	To look into providing weekend support for small machining jobs for users.	Trevor Rayment	Next meeting
8.9	To clarify the process of using the UHV surface eqpt in the offline lab.	Chris Nicklin / Trevor Rayment	Next meeting
8.10	To inform I15 users on recent changes to staff and beamline eqpt.	Heribert Wilhelm / Sue Judge	May-13
8.11	To make a plan for the dark period for I15 for providing beamtime for routine high pressure work, and communicate dates for the shutdown.	Heribert Wilhelm / Trevor Rayment	Next meeting
8.12	To outline the upgrades that are scheduled to be made to the Data dispenser.	Bill Pulford	May-13
8.13	To clarify the data backup process	Bill Pulford	Next meeting

8.14	To clarify the internal processes to encourage multi disciplinary applications for beamtime, and how beamtime is allocated by different panels.	Martin Walsh	Next meeting
8.15	To allow more time for the breakout session in the next agenda.	Kathryn Poulter	Next meeting
8.16	To investigate putting a vending machine in the restaurant.	Sue Judge	Next meeting
8.17	To include the link to the UAS in the minutes.	Kathryn Poulter	May-13
8.18	To ensure that comments can be captured to help with error messages.	Bill Pulford	Next meeting
8.19	To clarify the conditions for entering into the Young Investigator award	Isabelle Boscaro-Clarke / Trevor Rayment	Next meeting
8.20	To coordinate the process for electing a new Chair of the DUC.	Kathryn Poulter	Next meeting

Annex B: Completed Actions

Number	Action	Actionee	Target Completion Date / Status
5.4	To restructure the MX village web pages – Beta release end Oct-12.	Gwyndaf Evans	Beta release made in Feb-13 with final release expected in March.
6.8	To circulate a plan for the Soft Condensed Matter village labs, and request input from the user community	Nick Terrill	Plan still being worked on, pending details of the I21 building design.
7.1	To update the DUC on the details of CALYPSO following the October ESUO meeting.	Bill Clegg	Complete
7.2	To make Diamond Anvil Cells available to users of I15.	Trevor Rayment & Sue Judge	Diamond Anvil cells delivered, and will be made available to users shortly.
7.3	To review the scheduling on I12 to improve efficiency in set up time.	Trevor Rayment	Meeting held with I12 to review. Concluded difficult to make further efficiencies.
7.4	To give an update on the Data acquisition and analysis systems at the next meeting.	Bill Pulford	Presentation to be given in the meeting.
7.5	To include the link to the lab equipment page with the proposal call, to encourage users to apply for both.	Sue Judge	Complete.
7.6	To review the method of shipping dewars and agree way forward.	Gwyndaf Evans	Still under review, will be discussed in the breakout session.
7.7	To confirm to users whether totally remote access is possible on all scheduled beamtime.	Gwyndaf Evans	Complete.
7.8	To review the use and functionality of eLog	Andy Dent	Andy reported that eLog does not meet all requirements, and so Diamond will keep an eye out for a better system
7.9	To obtain statistics on the number and nature of false alarms at Ridgeway house.	Sue Judge	24 false alarms in last 2 years mainly due to steam from kettles/showers.
7.10	To set up access for DUC members to the New UAS software developed so far so that they can provide feedback.	Sue Judge	Complete

7.11	To provide feedback to Isabelle on considerations for future SRUMs regarding space and location, and provide input on the science programme and possible key note speakers.	DUC members	Part of the afternoons discussions.
7.12	To agree membership of the DUC for the next meeting	Bill Clegg	Complete
7.13	To organise an election for DUC members	Kathryn Poulter	Complete