

HORIZON 2020

Research Infrastructures

H2020-INFRADEV-2016-1

INDIVIDUAL SUPPORT TO ESFRI AND OTHER WORLD-CLASS RESEARCH
INFRASTRUCTURES



IDEAAL

International Development of gAnil-spirAL2

Grant Agreement Number: 730989

D2.4 – Report on a new organisation involving users

Version: V2

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Date: 27 June 2019

PROJECT AND DELIVERABLE INFORMATION SHEET

IDEAAL Project Ref. Nº	730989
Project Title	International DEvelopment of gAnil-spirAL2
Project Web Site	https://ideaal.ganil-spiral2.eu/
Deliverable ID	D2.4
Deliverable Nature	Report
Deliverable Level*	PU
Contractual Date of Delivery	30 th June 2019
Actual Date of Delivery	27 th June 2019
EC Project Officer	Darko Karacic

* The dissemination level are indicated as follows: PU – Public, PP – Restricted to other participants (including the Commission Services), RE – Restricted to a group specified by the consortium (including the Commission Services). CO – Confidential, only for members of the consortium (including the Commission Services).

DOCUMENT CONTROL SHEET

Document	Title: Report on a new organisation involving users	
	ID: D2.4	
	Version: 02	
	Available at: https://ideaal.ganil-spiral2.eu/	
	Software Tool: Microsoft Office Word 2007	
Authorship	File: IDEAAL_D2.4_2	
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	Approved by:	

DOCUMENT STATUS SHEET

Version	Date	Status	Comments
0.0	16/06/2019	For internal review	
1	17/06/2019	For internal review	Review by IDEAAL WP2 and project coordination
2	27/06/2019	Submitted on EC Participant Portal	
		Final version	

DOCUMENT KEYWORDS

Keywords	IDEAAL, GANIL, Scientists, User Involvement, GUEC, GUG
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This deliverable has been prepared by Work Package 2 (International Coordination and New Partners) of the Project in accordance with the Consortium Agreement and the Grant Agreement n°730989. It solely reflects the opinion of the parties to such agreements on a collective basis in the context of the Project and to the extent foreseen in such agreements.

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LIST OF ACRONYMS AND ABBREVIATIONS

IDEAAL	The International Development of gAnil-spirAL2 project, under Grant Agreement Number: 730989
WP2	Work Package 2 of the IDEAAL project
GANIL	Grand Accélérateur National d'Ions Lourds, France
PAC	Programme Advisory Committee
GUG	GANIL User Group
GUEC	GANIL User Executive Committee
GSC	GANIL Scientific Council

EXECUTIVE SUMMARY

As a research institution, it is crucial for GANIL to communicate well with the scientists to whom it provides its infrastructure. As in the long perspective, the international community of scientists is expected to profit from GANIL research infrastructure, as well to take more often advantage of GANIL services, it is very important to build a community of international users allowing their voices to be heard clearly by the managing bodies of GANIL.

INTRODUCTION

From January 2016 GANIL-SPIRAL2 legal status allows associated scientific partnerships with national and international collaborating institutions. The Work Package 2 of the IDEAAL project is dedicated to use that change in the status to enlarge GANIL-SPIRAL2 membership to academic institutions via long term collaborations. To ascertain these collaborations to be as fruitful and stable as possible, the task 4 of the WP2 is devoted to enlarge the user's involvement in the GANIL-SPIRAL2 organisation and development.

Since the beginning of GANIL operation, its academic users organise themselves into international collaborations, which propose and perform experiments with the support of local teams. The experiment proposals prepared by these collaborations are selected using criteria of scientific excellence and feasibility by the Programme Advisory Committee (PAC) – an international expert panel. Following the PAC recommendations, the experiments schedule is decided by GANIL management. During the experiment preparation and realisation, the collaboration communicates with GANIL teams on scientific, technical, organisational and safety-security aspects of the experiment. The information flux with GANIL management and teams is organised through direct exchanges with collaboration coordinators, along with general communication to the community via conferences, workshops, e-mails and web sites. It concerns issues of scientific strategy, as well as practical information on infrastructure organisation and administration procedures.

In recent years, the new trend of planning experimental campaigns around a specific detection system has emerged. With the increasing complexity of the experiments and the used detection systems, the number of people involved in the measurements is growing as well, often with little overlap between their fields of expertise. With the development of GANIL-SPIRAL2 towards an international infrastructure, it is crucial to further involve the users and the collaborations in charge of detection systems in its organisational structure. To take the most advantage of the available resources, the users and the collaborations have to take part in the GANIL-SPIRAL2 evolution planning and in its decision-making structure.

The purpose of the task 4 within WP2 was to study how to settle and formalise this involvement taking into account the existing organisational structure of GANIL-SPIRAL2 and collaborations in charge of detection systems. As a result, a users' organisation called GANIL User Group (GUG) was created and the representatives of this group to the GANIL management, formed in a new body called GANIL User Executive Committee (GUEC), were elected.

GANIL USER GROUP

The creation of the users' organisation was realised by establishing an online database, where every interested person can create a GANIL user profile. The database was developed in a close collaboration with the GANIL technical personnel. To enable an on-line accessibility, a new dedicated web server was installed at GANIL. The database was named "GANIL User Community portal" and it is available at the address: <https://u.ganil-spiral2.eu/portal/>.

At the portal every person can create a personal user account. Users with email addresses recognised as institutional ones are accepted automatically. Users with other addresses have to pass the verification process. All submitted data can be managed via logging-in with a chosen password. Collected personal information include:

first and last name, affiliation, gender, professional position and country. The security of the user data in GANIL User Community portal is ensured by GANIL computer department.

The user can indicate as a multiple choice which measurement instruments and fields of the GANIL research activity she/he is interested in. A predefined list of the instruments consists of both detection systems owned by international collaborations, installed at research facilities for limited time (called “travelling detectors”), and the equipment owned/provided by GANIL (referred to as “GANIL instruments”). As of June 2019, the list contains following instruments: ACTAR-TPC, AGATA, ALIX, CASIMIR, SPORT, D1 IRRSUD ARIBE, DESIR, EXOGAM2, FAZIA/INDRA, LISE, MUST2, NEDA, NFS, PARIS, S3, VAMOS.

The GANIL main fields of research activity (called “interests” on the portal) are defined as: Applications and Nuclear Data; Atomic Physics/Material Science; Fundamental interaction studies; Nuclear Astrophysics; Nuclear dynamics from low to medium energy; Nuclear structure; Super-heavy elements and Theory. There is an open possibility to expand both lists. During the registration process there is an opportunity to subscribe to the GANIL newsletter. WP5 is in charge of the GANIL newsletter.

Collected data are used by the GANIL administrative staff to prepare statistics concerning the main interests of the community and to plan the activities accordingly. These can include: organising dedicated workshops for the users interested in a specific topic, creating newsletters concerning a distinct subject or arranging new collaborations with institutions or countries from which an increased number of users is observed. For example, the database was successfully employed to define mailing lists to which information of events concerning a specific measurement instruments are sent. As an illustration, in April 2019, a workshop dedicated to discuss physics cases and feasibility of the experiments which were to be proposed for the AGATA campaign at GANIL was organised. The information about the workshop was sent to users who had chosen either AGATA or MUGAST or VAMOS as the measurement instruments they are interested in.

The information about the formation and possibility to register to the GANIL User Group was sent to more than 2500 email addresses and later on was resent once. The outcome as of June 2019 is more than 600 registered users. Figure 1 shows a distribution of the number of registered users by a country of residence. The biggest group of users, constituting of more than 40%, comes from France; with the next biggest group of users, coming from Italy, being almost five times smaller (9%). The countries from which there are less than 10 users are summed up and form 12% of the GANIL User Group.

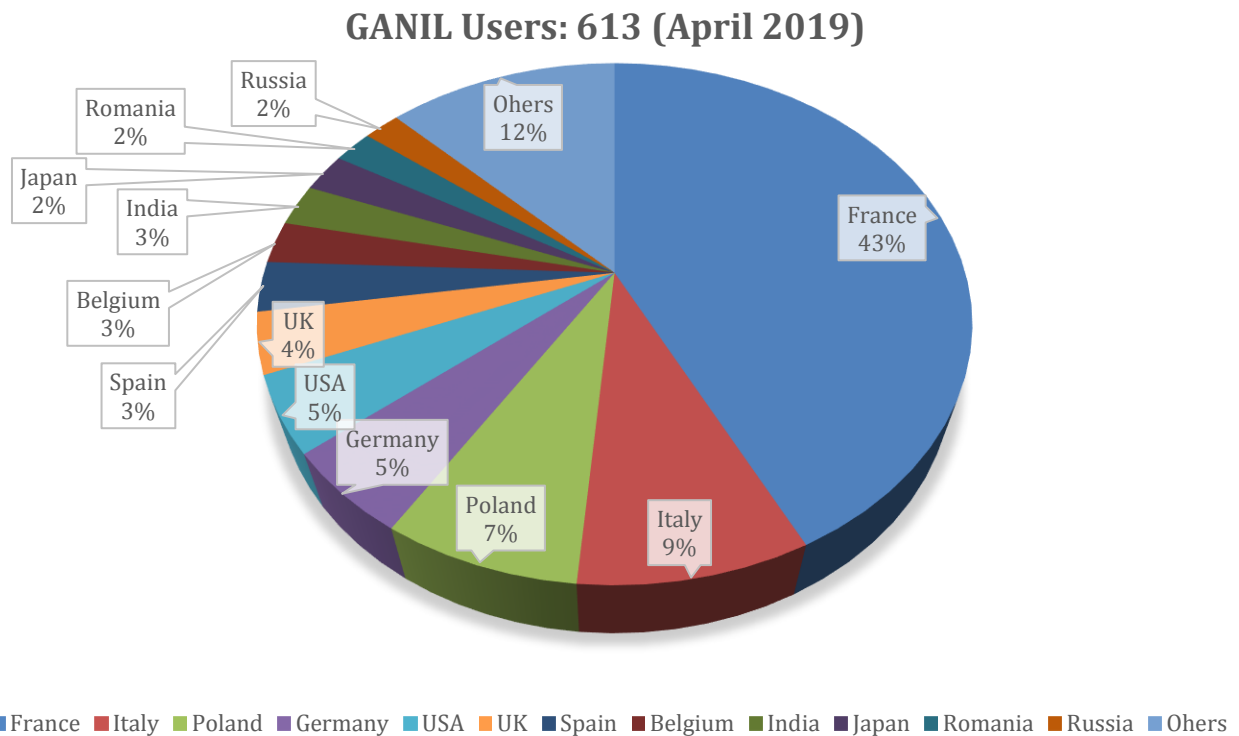


Figure 1 A chart illustrating the number of registered users by a country of residence.

GANIL USER EXECUTIVE COMMITTEE

To make communication between GANIL Management and GUG more efficient, a new body consisting of GUG elected members was established. This body was named GANIL User Executive Committee (GUEC). The GUEC comprises eight members:

- 3 members representing Nuclear Physics at GANIL, elected by all members of GANIL User Group;
- 1 member representing Nuclear Physic Theory community, elected by all members of GANIL User Group;
- 1 member appointed or elected by the collaborations around GANIL infrastructures;
- 1 member elected by the collaborations around the travelling detectors;
- 1 member appointed or elected by the collaboration around atomic and material science and non-nuclear physics;
- 1 member, the liaison member of GANIL nominated by the Director of GANIL, acting as the Secretary of the committee, and facilitating communication between the Committee and the Director.

The term of the GANIL User Executive Committee is set to four years. At the first meeting of the GUEC, the Chairperson of the Committee was elected by the committee from its members for two years term.

The role of GUEC consists of:

- assistance to the GANIL Management in developing an ambitious scientific program of GANIL (inputs for developments of infrastructure, detectors, operation, long-range planning, etc.);
- conferring on a regular basis with the chairperson of GANIL PAC and the chairperson of GANIL Scientific Council (GSC), by appointing the chair of GUEC as an ex-officio member of GSC;
- organisation of annual meetings of GANIL User Group;

- coordination of the editorial board of the GANIL Annual Report.

The exact role of the GUEC was formulated in Terms of Reference by GUEC members. They are available as an annex to this report. The creation of GUEC was received favourably by the GANIL Scientific Council.

In July 2018 a vote was conducted to appoint the three representatives of GUG to GUEC. The election rules for GUEC were established and the election panel was prepared and made available for the on-line vote. The voting procedure was as follows:

1. A call for candidates is sent out to all registered GANIL users. Users can nominate candidates and/or declare him/herself candidate.
2. All nominees are asked to confirm that they are willing to stand for the election.
3. An electronic vote is organized over a given period defined by the GANIL director and all users are informed by e-mail. All registered GANIL users can vote. Each voter must select 3 candidates from 3 different countries.
4. The person (A) with the most votes is declared elected. The person (B) with the following number of votes originating from a different country than (A) is declared elected. The person (C) with the following number of votes originating from a country different than (A) and (B) is declared elected.
5. In case of any tie, additional elections only for the persons in tie will be organized.
6. An electoral commission is put in place to oversee the vote and certify the results.

In June 2019, following the recommendation of GANIL Scientific Council, additional vote for a representative of Nuclear Physics Theory community was conducted. The voting procedure was the same as above, but only nuclear physics theorists could be nominated as candidates. In both votes all GUG members received information about nomination and election process.

At present (June 2019) the GUEC members are:

- elected in general elections: Silvia Leoni (Italy), Andreas Goergen (Norway), Adam Maj (Poland) – the GUEC chair;
- elected theory representative: Maria Colonna (Italy);
- representative of GANIL detectors: Antoine Lemasson (France);
- representative of travelling detectors: Marlene Assie (France);
- representative of non-nuclear physics community: Marika Schleberger (Germany);
- the liaison member of GANIL nominated by the Director of GANIL: Maurycy Rejmund (France) – GUEC secretary.

Proposed GUEC involvement in the timeline for organising experimental campaigns (or new instrumental developments) is as follows:

1. collaborations/users discuss their wishes/needs between themselves;
2. collaborations/users discuss with GUEC;
3. GUEC discusses with GANIL management;
4. management together with GUEC proposes campaigns to GANIL Scientific Council;
5. based on the GSC recommendations, GANIL Management make decision and organise PAC announcement/call for proposals.

Two roles of GUEC in this process are envisioned. Firstly, it will stimulate discussions within the community to put forward mid-long term scientific programs for GANIL users, and thus ensure a high scientific impact of the conducted campaigns. Secondly, it will help the user community to get the mid-short term scientific programs organised, discussed with the management and presented to the Scientific Council/PAC. This will be realised by giving a limited number of options which can be realistically pursued, provided the community is informed in due time.

In addition, the GUEC is involved in the selection of the GANIL Thesis Award, funded by the GANIL Director, which recognizes and rewards achievements of PhD students who earned their doctoral degree based on GANIL experiments or a theoretical study closely related to research at GANIL. The award is granted every two years and awarded during a ceremony at the Colloque GANIL, where the winner will have the opportunity to present her or his work. The award is endowed with 1000 Euros. Travel and accommodation at the Colloque GANIL will be covered for the award winner. The first call for nomination of this Award was sent out in May 2019. Nominated theses will be judged on their content, originality, clarity of writing, and impact within the GANIL community and the field of nuclear physics in general. Nominations will be evaluated by a committee comprising representatives of the Scientific Council, the Programme Advisory Committee, the GANIL User Executive Committee, and the GANIL management. PhD theses that were defended between 2016 and 2018 are eligible for the 2019 Thesis Award, which will be presented at the Colloque GANIL in Strasbourg in September 2019.

CONCLUSION

In the framework of the task 4 of Work Package 2 of the IDEAAL project two bodies enabling a better communication between user community and the GANIL management were organised. The open-to-everyone GANIL User Group (GUG) connects all people interested in using GANIL facility and services. The users are able to express their interest and are regularly informed about the current developments at GANIL. As of June 2019 the GANIL User Group consociate more than 600 people.

The GUG members are represented to the GANIL management by GANIL User Executive Committee (GUEC) which role is to serve as a liaison between these two entities. The creation of the GUEC was received favourably by both GUG members, with satisfactory turnout at the elections, and GANIL Scientific Council, which expressed their support explicitly. GUEC established a well-defined Terms of Reference and meets on regular basis. The last meeting took place in June 2019 and the next meeting is set in September 2019.

The development of GANIL User Group is envisioned to be further reinforced by creation of an on-line forum, where the GUG members can openly discuss important issues both with GUEC and the GANIL management. As of June 2019 the forum is under preparation and its exact structure is being decided.

*ANNEX***GANIL Users Executive Committee (GUEC) - Terms of reference**

The role of the GUEC is to coordinate the communication between the GANIL User Group and the GANIL Management in order to advance the science of GANIL, define and consolidate the scientific strategy for the future and promote the scientific interest of the users.

In particular the GUEC will:

- assist the GANIL Management in developing an ambitious scientific program,
- organize bi-annual meeting of the GANIL Users,
- be involved in defining the timeline for organizing experimental campaigns or new instrumental developments,
- ensure that smaller collaborations and groups that are not formally organized as collaborations are heard.

The chairperson of the GUEC will be an ex-officio member of the GANIL Scientific Committee (GSC) and will confer on regular basis with the chairpersons of the PAC and of the GSC.

Composition of the GUEC and term of the Committee:

- 3 members representing the Nuclear Physics in GANIL elected by all the members of the GANIL User Group;
- 1 member representing the theory community in GANIL elected by all the members of the GANIL User Group;
- 1 member appointed or elected by the collaborations around GANIL infrastructures;
- 1 member elected by the collaborations around large travelling detectors;
- 1 member appointed or elected by the collaboration around atomic and material science and non-nuclear physics;
- 1 member, acting as the Secretary of the committee and facilitating communication between the Committee and the Director is nominated by the Director of GANIL.

The term of the GANIL User Executive Committee will be 4 years.

Chair of GUEC

The Committee elects its Chair among the members of the GUEC every 2 years for a period of 2 years, with a possibility to extend this term for another 2 years.

GUEC meetings:

The Committee should meet at least twice a year in person, and will communicate regularly through email, phone/skype meetings. Other meetings can be organized by the GUEC Chair upon request.

Other matters

The Committee may organize working groups dealing with technical (e.g. common DAQ) or organizational (e.g. installation of travelling detectors in GANIL) topics. The coordinators of working groups should report to the GUEC and provide written conclusions to be approved by the GUEC at the plenary meetings.

The Committee may also define other specific actions related to the Users involvement in GANIL's science.

Decisions of the GUEC shall be approved by a consensus, and if not possible, by a simple majority of the members.