Present (* = part time):

Apologies:

Agenda
1. Chairperson’s remarks
2. Adoption of the agenda
3. Minutes of the previous meeting
4. News from the CERN Management
5. Report on services from SMB department
6. Users’ Office news
7. News from the CERN Library
8. Reports from ACCU representatives on other Committees
   a) Scientific Information Policy Board (SIPB)
9. Summer Student Statistics
10. Matters arising
11. Any Other Business
12. Agenda for the next meeting
1. CHAIRPERSON’S REMARKS

D. Lazic, Chairperson, opened the meeting, welcomed new Delegates and mentioned extended Delegates. Apologies for absences were mentioned from Delegates who could not attend the meeting.

**India became Associate Member State of CERN**

*India* became Associate Member State of CERN on 16 January 2017, such that India is now represented in ACCU by a Delegate.

The Chairperson welcomed **Tapan Nayak**, who has been nominated and appointed as first ACCU Delegate from India.

**New Delegates (until end of 2018)**

- Lucia Masetti (Germany), replacing Ivor Fleck
- Maciej Trzebiński (Poland), replacing Karol Bunkowski

**Extended Delegates (until end of 2018)**

- Federico Ferri (France)
- Dimitrios Sampsonidis (Greece)
- Viktor Veszprémi (Hungary)
- Ketil Røed (Norway)
- Fernando Barão (Portugal)
- Dragoslav-Laza Lazic (Serbia)
- Michael Dittmar (Switzerland)
- Nikolai Zimine (non-Member States, Eastern Europe)
- Massimiliano Ferro-Luzzi (CERN)

**Pending decisions**

**Bulgaria** is still in the process of finding a new Delegate. The last Bulgarian Delegate finished his term by end of 2013.

**Israel, Italy, Turkey** and the **United Kingdom** did not yet decide on extension of the present (or second) Delegate or finding a new (or second) Delegate.

**Ukraine** became Associate Member on 5 October 2016, such that Ukraine will be also represented in ACCU by a Delegate.

No Ukrainian Delegate has been found yet, but there is hope that the first Ukrainian Delegate can be welcomed at the next meeting end-May 2017.
2. ADOPTION OF THE AGENDA

At the last meeting in December 2016, beside the regular standing items, reports on the following topics were foreseen:

- Library services for Users: presentation by Jens Vigen, Head of Scientific Information Service.

- European regulations for ‘posted workers’: The subject is still being investigated by the Legal Service and was postponed to the next meeting.

- Use and booking of conference rooms: The Space Management Forum SMF has been mandated by CERN Management for assessment and policy definition and has decided on a plan reported by Lluis Miralles under the item “Report on services from SMB department”.

- Reports from ACCU representatives on other Committees: Scientific Information Policy Board (SIPB), presentation by Federico Ferri (ACCU representative)

Further dedicated presentations emerged after the last ACCU meeting

- Summer Student Statistics: Presentation by Ingrid Haug, Head of Summer Student Programme and HR representative to ACCU

Further issues brought up by Delegates since the last meeting were handled under AOB, if not already covered earlier.

3. MINUTES OF THE PREVIOUS MEETING

Following the distribution of the final draft minutes of the 114th meeting, one minor comment was received on the planned AFS phase-out, clarifying a future home directory service as replacement.

The Minutes of the 114th meeting were adopted with this correction.

4. NEWS FROM THE CERN MANAGEMENT (Fabiola Gianotti, Director General)

At the last Open Council Session in December 2016, young scientists presented the performance and latest results of the LHC accelerator and experiments. One of the highlights was a first W mass measurement at the LHC by ATLAS with a precision of 19 MeV, which is as good as the single most precise previous measurement (by the CDF experiment). Another highlight, emphasizing CERN’s scientific diversity,
was a paper by the ALPHA experiment at the AD on first spectroscopic measurements of anti-hydrogen atoms.

Concerns were expressed by the (new) Management in 2016, also supported by the SPC, about the serious shortage of personnel in key technical areas, which could entail delays in the accomplishment of high-priority projects such as the HL-LHC. Therefore, CERN directorate informed the Council in December of the intention to recruit about 80 additional staff on limited-duration contracts. This is a one-off measure, and not a permanent increase in the staff complement. These positions will be mainly open in the accelerator sector, e.g. in RF, cryogenics and vacuum, and in areas of support to the experiments (e.g. cooling and software). There are also some dedicated posts for the LHC experiments. ACCU Delegates are invited to encourage good candidates to apply for these jobs.

Early in 2017, India joined CERN as an Associate Member. There was already a very fruitful collaboration with India over many decades, which now will be further strengthened. The Director General also welcomed the first Indian ACCU Delegate.

The Extended Year End Technical Stop (EYETS) is progressing very well. The new CMS pixel detector is being installed, and the Director General congratulated the CMS Collaboration on this superb accomplishment. On the accelerator side, sector 1-2 had to be warmed up to replace a dipole. The magnet had shown some strange quench behavior, which was suspected to be due to an intra-turn short. The magnet has been replaced meanwhile and cool-down of sector 1-2 has started. Retraining of the sector is not expected to take a long time.

A luminosity goal of 45 fb\(^{-1}\) delivered to ATLAS and CMS has been set for 2017, which is challenging because of 20 less days devoted to physics compared to 2016 due to the longer EYETS. A machine availability of close to 50\% is needed to achieve this goal. Following the Chamonix LHC Workshop, it has been decided not to increase the energy in Run-2. The collision energy will therefore stay at 13 TeV in 2017 and 2018.

An induction programme for new Users will be set-up, similar to the existing one for staff. Users will be informed about their duties and rights, safety, opportunities at CERN and many other relevant issues. The programme would be held every few months, typically four times per year, and would be a way to inform Users directly and to help them get acquainted with CERN’s services, meet new people, etc. The Chairperson mentioned that a CMS induction programme for newcomers does exist since many years as there was recognized need for it, and he was looking forward to the new programme organized by CERN.

International Relations has produced a brochure on CERN’s impact on society. It’s a concise document describing the impact on science, technology, industry, economy, education, and peaceful international collaboration. The final version is being printed and will be available soon. The brochure can be given to authorities and
governments, VIP visiting CERN and to the general public. ACCU members are invited to distribute the brochure to their funding agencies.

5. REPORT ON SERVICES FROM SMB DEPARTMENT (Reinoud Martens, CERN-SMB)

Service Report

The number of tickets with a human caller is still growing. This is mainly because more services have been added to the Service Desk and the system is more and more used. Feedback is stable at an average of about 1800 tickets per month (~10% of all “human” tickets) with only 2.7% negative evaluations.

On 1 April 2017, a new contract with a new company will come into operation for the CERN service desk. In the new organization, the Switchboard (76111) activity will be integrated with the Service Desk. The same team will manage both service related issues (tickets) and phone calls between CERN and the outside. The new service will improve efficiency due to the synergies between the two activities and result in a substantial cost reduction for the organization.

The transition will be announced by a Bulletin article, to be published soon and will be as smooth as possible. To optimize the resolution time, it is advised to directly create incident or request tickets from the Service Portal (“Submit a Request” or “Report an incident”) and pre-select a technical area.

CERN Hostel operation

The CERN Hostel is running with a new contractor since about one year. Although this was a big change and with new personnel, the transition was rather smooth and good service was provided, which was a rather positive experience.

The overall efficiency was improved, resulting in a cost reduction of several 100 kCHF. Also, because of an improved use of the Hostel capacity, the income increased by several 100 kCHF. This required some changes (stricter application of existing rules, necessary tuning of certain rules, introduction of group bookings and early departure policy), which meant a slight modification of the working practice.

The 2016 Hostel occupancy rate was 74.9% (+3.0% compared to 2015), 120 VIP guests and 281 Summer Students (292 in 2015) were housed. The vast majority (82%) of Hostel occupancy was related to “physics” (collaboration meetings, shifts, workshops, conferences etc.), 15% was for summer students and 3% for others. Among “others”, 1.42% were school visits, 1.08% other group visits and 0.73% Council members.
Feedback is very positive with 96% (very) satisfied in 2016 and 97% in 2017 so far, with only very few complaints. There are roughly 500 booking requests per week (all through tickets), from which 60 requests are still open at each end of the day and are fulfilled later. After a few weeks start-up phase with the new contractor in early 2016, more than 99% of all requests could be fulfilled and the given target of 99% was more than achieved. In pure operations, 18% (460 kCHF) savings were achieved in 2016 compared to 2013 (2014 and 2015 are not representative due to renovation and therefore loss of capacity in building 38).

CERN Hostel booking rules

The booking rules have grown over time and are rather complex and incomplete. They need to be harmonized, completed and simplified, as there are too many different cases and rules. Main changes are as follows: Stays in the Hostel are limited to 90 days in 6 months for legal reasons (was 90 days in a calendar year), accompanying bus drivers of groups may stay for the duration of the group visit and new, high school student groups (status STAG = stagiaire) of officially CERN approved programmes, e.g. Beamline for Schools, may stay in the Hostel under special conditions.

New group booking rules have been introduced as the absence of such rules has led to inefficiencies. If a large number of rooms is blocked for groups with a late release of unneeded rooms, there is not enough time to fully fill these rooms by other users. Hence, the new group booking rules have a strict cancellation policy and fees that have to be paid depending on when how many rooms are cancelled.

Current group booking rules do not allow cancelling a few rooms less than 6 days prior to arrival without being charged. However, at large groups it is quite common that there are a 1-2 cancellations shortly before arrival, e.g. due to illness. Following a request by the German Delegates, the group booking rules will be modified such that 1-2 cancellations a few days prior to arrival will be free of charges. Current rules also require a MPE as guarantor for group bookings, because of large financial impact by booking a large number of rooms. This general rule will not change, however, Team Leaders might be considered as guarantors.

Group booking rules are not yet available on the Hostel website so far, but are sent by mail after a group booking request. The new rules will also appear on the Hostel website.

Hostel renovation

There are continuous Hostel improvements. Over the Christmas period, the 3rd and 4th floor corridors in building 39 were renovated (painting, carpets, lighting), as well as the reception area and front desk. All pillows have been renewed and a TRAKA key box system is now used for all general passes for the Hostel which improves security.
The four lower floors in building 38 still need to be renovated (the two upper floors were renovated in 2014/15). The renovation plan is progressing, considering cost, minimizing impact and finishing works before the Long Shutdown 2 starting in December 2018. Other considerations are higher capacity during high season, improved common facilities (lack of kitchen space) and flexibility.

Cheap rooms, e.g. shared rooms are most demanded, they are most popular for younger people and people with less money. However, current shared rooms have very cramped floor space, no intimacy and have shared toilets and showers in the corridors. Proposed future shared rooms would have bunk beds, increased free floor space for ease of circulation, improved intimacy with curtains and panels around beds, private full bathroom in the room and increased, personal lockable storage space. After these modifications, 5 more rooms and 71 more beds would be available, which is a significant increase of capacity, without changes to the envelope of the building. If there is less demand for shared rooms as expected, it would be easy to change the configuration to single rooms.

Renovation is planned to start by end-2017, does take the entire year 2018 and will be made in stages. For most of the time, two out of four floors will be kept operational and single rooms will be converted into shared rooms as early as possible. The overall capacity reduction will be no more than 10% during the summer season 2018.

Approval of the Infrastructure Project Proposal is foreseen in March, budget approval will be in the context of the Medium Term Plan (MTP) in May/June, to be followed by a call for tender. Contact award by the Finance Committee is expected in September/December, with works from end-2017 until beginning of 2019.

Mobility

The shuttle time table has been slightly adjusted to better adapt it to the arrival of the tram.

There are 35 cars available for the free-of-charge car sharing service. This service is very popular with high utilization and large number of users (>950). However, only 56% of the booked hours are actually used as people reserve more hours than they need, just to be sure that they get a car. There are 11% late returns and 14% of the reservations are longer than allowed, with an average of 10 hours. 18% (4789) of reservations have not been used at all (no shows), which is rather high. Some people make multiple reservations for same day and use only one.

The average travel per user is 55 km/month, 2% of users have a mileage above 300 km/month. The collected statistics shows the need to tune and enforce the rules to eliminate obvious abuse and improve the service for normal users.
Projects

There are no news concerning future planned projects. Status is unchanged and as follows:

- Works at the new Prévessin crossing entrance will start in the first half of 2017.
- Works on the ‘Esplanade des particules’ project in between the tram station and CERN entrances A and B and the Reception will start after Easter.
- Studies are ongoing for the extension of the tramway to St. Genis. Different options at the St. Genis roundabout for the final configuration are being considered. The extension of the tramway also requires major changes of the border crossing which now is very dangerous for bikers.

Security and site access

Following recommendations of the host state authorities, the enforced security measures at the CERN entrances will remain in place at least until the end of 2017.

Turnstiles equipped with card readers to check validity of badges are being installed (2 at entrance B and 1 in building 33). This will result in savings and improved access control. Reduced mobility and group access is possible.

Visitors on CERN site have a higher risk as they could get lost, don’t know the infrastructure and might get accidents. The planned access control measures, both on entering and on exiting CERN, help to better know the number of visitors on site.

More CCTV cameras have been installed assuring the security of the organization, in full compliance with the data protection policy of CERN.

There is a stricter follow-up for all suspect and unidentified packages, up to the Geneva bomb disposal team that will be called unless the package is immediately identified. Such cases are quite frequent and happen more than once per month, mainly at or around the CERN Hostel. All alarms were false alarms.

The Chairperson encouraged all ACCU members to communicate to their User community not to leave luggage unattended and to label their luggage.

Private parcels processed by mail office

At the last ACCU meeting, a request was made to investigate possibilities to receive small private parcels at CERN without using the CERN mail office (which cannot process private documents and parcels). It appears this service (PickPost) exists at the CERN post office already. The service is free of charge.
**Mobino**

The contactless payment service *Mobino* was introduced by Novae in autumn 2016. *Mobino* allows electronic payments at CERN restaurants, cafeterias and kiosks using any smartphone.

There was a lot of interest from the CERN community and potential of the smartphone app was beyond replacement of cash (pre-order, pick-up). However, *Mobino* requires some data exchange over the network during the payment process and serious network performance issues were experienced during peak periods. There were also some weaknesses of the *Mobino* platform.

Consequently, the *Mobino* service was stopped as of 15 January 2017 with one month phase-out. Novae is searching for an improved and more mature solution but no replacement was found yet and no dates can be given.

**Meeting rooms (L. Miralles, Head of SMB Department)**

Following a request by ACCU, a working group of the Space Management Forum SMF (including members of IT, EP and SMB) was mandated in November 2016 to investigate the booking of meeting rooms.

A detailed analysis of the 2016 data was performed (based on the hypothesis that reserved rooms were actually used). The Working Group came up with two suggestions to improve the occupation rate:

- **Improvements to the Indico tool:**
  - Identify a responsible for each reservation
  - Improve usability and functionality: Facilitating changes and cancellations of exiting reservations, enforcing some rules and constraints, enhanced searching facilities
  - Automatic sending of reminders (1 week and 48 hours prior to reservations)

- **Improvements to the booking policy:**
  - Indico becomes mandatory for all meeting rooms
  - Everyone can reserve any room (suppress “authorized groups”), only a few rooms, e.g. training rooms are excluded from this rule
  - Moderators should get a common “mandate”
  - Implement training (on tool and policy).

Implementation of these measures will take one month, to be followed by a test phase of 6 months to see the outcome.
During the analysis, a need for small shared working spaces (one or two offices) was identified, not equipped and not bookable. This requires further study and a further Working Group was created.

6. USERS’ OFFICE NEWS (Doris Chromek-Burckhart, Head of Users’ Office)

Users’ Office renovation

After more than 26 years, the Users’ Office premises will be renovated. The Users’ Office service will move for 2 months to Building 510-R-013, which is very close to building 500. The Users’ Office will be closed for removal on Tuesday, 14 March in the afternoon and on Wednesday, 15 March all day. Information about the removal is available on the Users’ Office web pages, in email reminders, CERN Bulletin and other relevant places.

Tools for Contract Handling

All standard requests for new contracts and contract modifications can now be made via electronic tools.

- The Pre-Registration Tool (PRT) is used for new contracts and also for people who do not have currently a contract with CERN, but may have had one in the past.

- Contract modification and extension is made via EDH. The functionality has been further extended and can be used for all types of contract modifications which lead to a contract as USER, COAS or VISC.

In particular, the EDH tool handles the following standard cases:

- Contract extension
- Change of experiment for USERs
- Change of yearly average presence at CERN
- Change of participation institute for USERs
- Change of origin institute for COAS/VISC
- Change of category of association (or from any other status as Member of Personnel to USER/COAS/VISC)
- Change of organic unit

The Users’ Office Service remains available to handle special cases.

Computing account for pre-registered Users

Pre-registered Users can now open a CERN computing account provided that they pre-register via PRT. They can thus follow remotely before their arrival, e.g. the
computing course and the online safety courses. Also information on the planned induction course for newcomers could be provided before their arrival.

When the pre-registration via the PRT tool is accepted by the Users’ Office, the User receives an email with all relevant instructions.

**Team Leader Course**

A Team Leader Course has been developed. ACCU Delegates have been informed by email and were invited to give comments before the course is being released.

Not many comments have been received. The Chairperson encouraged all ACCU Delegates to exercise the course, do the test to the end and give feedback.

**Health Insurance**

Allianz World Wide Care (AWC) reported that the health insurance was used in a normal way during the last 12 months. There were 3 costly cases but no abuse was seen. The latter is rather important to the insurer for creating trust in the client community which itself has an influence on the amount of the yearly cost increase.

The review of the insurance plan takes place yearly and with effect of 1 April. One year ago, an increase of 50% was predicted for 2017. Thanks to excellent negotiations of the brokers, the increase will be 15% only, a very positive surprise. Nevertheless, further possible cost reduction options were proposed and discussed by ACCU.

**Out-patient benefits:**
- 100 € out-patient deductible → 5% reduction (overall +10%)
- 200 € out-patient deductible → 9% reduction (overall +6%)
- 80% refund (currently 90%) → 3% reduction (overall +12%)

Deductibles are per contract, i.e. they would be the same for a 1-month and for a 6-months contract.

**In-patient benefits (hospitalization):**
- 10% co-pay per claim (maximum 500 €) → 4% reduction (overall +11%)

The Chairperson proposed to accept the increase of 15%, without further cost reduction options, to keep clearly defined benefits. Any fine tuning at this stage is likely to be changed at the next negotiation round, which then significantly complicates the rules. Predictions for 2018 very much depend on the number of subscriptions, on the number of costly hospitalization cases and the habits of the patients in choosing standard or costly service providers. Less than 400 people have inscribed to the AWC Health Insurance Scheme, whereas about 1000 subscribers were expected initially. The small number of subscribers also leads to larger
fluctuations in expenses in case of serious illnesses and treatments, and to difficult predictions.

The proposal was accepted by the ACCU Delegates.

It would be beneficial, if subscribers take the initiative to inform AWC on their home insurance, if any. In case of expensive treatments, AWC then might contact the home insurance to get partial reimbursement, which is common practice between insurers. CERN cannot contact the User in such a case because it is not informed due to the confidentiality of medical issues.

7. NEWS FROM THE CERN LIBRARY (Jens Vigen, Head of Scientific Information Service)

The Scientific Information Service provides information resources in all fields of relevance to CERN, ensures that scientific information produced at CERN is safeguarded and made publicly available and makes CERN publications as available as possible. Audience are mainly but not exclusively particle physicists world-wide, computer scientists, engineers, technicians and administrative staff.

The CERN Library is mainly digital. Physical books visible in the Library only represent about 25% of all the books and titles. Digital access to the Library is from anywhere, presence at CERN is not required even if some services are restricted to CERN IP numbers. Remote access is made via proxy, which is quick and easy to configure and gives transparent access to favorite resources, see detailed instructions: http://library.cern/resources/remote.

The CERN Library has about 105’000 books, from which 81’000 are available as eBooks with various Digital Right Management (DRM) systems, some of them requiring an online connection while reading, which is not very convenient. The Library always tries to get the most liberal DRM system, but DRM systems requiring an online connection cannot be completely avoided.

Most e-journals, with very few exceptions, are available with back-files, the historical archive of each journal. There is access to online dictionaries and encyclopedias such as the Oxford English Dictionary and industrial standards (ISO, IEC, IEEE, AFNOR etc.). When looking for citation counts, there are a number of online databases: Inspire (free access to anyone in the world), the Web of Science, as well as INSPEC and Compendex for topics outside High Energy Physics.

The Web of Science is a collection of several databases: the Science Citation Index, the Conference Proceeding Index and the Journal Citation Reports. Web of Science is rather expensive and was under discussion over the past years but could be kept with the help of ACCU. An alternative to Web of Science is Scopus, a similar bibliographic database containing abstracts and citations for academic journal articles. CERN has no Scopus license, but costs would be similar to Web of Science.
and both systems cannot be afforded. ACCU Delegates should give feedback to the Library if Scopus would be favored wr.t. Web of Science.

Web versions of newspapers often have different contents from the printed version. The Library provides access to e-newspapers, showing the same content as the printed version via pressreader.com. Access is sometimes more tricky from outside CERN, but it is possible to read news from home while being in Geneva. An ongoing effort is made to digitize legacy collections of proceedings. In addition, a lot of theses, preprints, reports and more is available at the Library and in CDS, which is more and more an institutional repository of CERN, featuring all documents produced at CERN and the Library catalogue.

If looking for a physical book that is not available in the Library, it can be obtained through the Interlibrary Loan Service that is free of charge, quick and with a high success rate. When needed, the institute library at home can be assisted to obtain the book. Articles can also be ordered through the Interlibrary Loan Service, which will be delivered electronically as pdf files. All charges are carried by CERN.

The Bookshop has 1000 titles available and is located in the Central Library. Payments can be made by cash or through a CERN budget code or team account. Any book, not available in the bookshop and needed for work, can be requested. Also for journal subscriptions for the group, the Library should be contacted.

Wikipedia is very popular and very much used but there are also lots of errors and incorrect references related to CERN. The Library had Summer Students over the past two years to correct and to produce new articles, which is a rather big and complex subject. Together with the International Relations it is also made sure, that at least the main articles on CERN are correct.

Library users can help the CERN Library suggesting books or journals of interest to the community and by donating books that are no longer needed. Pre-prints of papers should be made publicly available and should be submitted to the CERN Document Server, in accordance with Operational circular No. 6 (CERN scientific documents). PhD students should submit their thesis under category CERN-Thesis-yyyy-nnn, but only ¼ of the students do so, despite several efforts to encourage them, e.g. it is mentioned since some time in the departure form of the Users’ Office. Submitting a thesis is also possible without having a CERN account, which people will lose after departing from CERN. The new CERN Alumni Programme, to be launched in June 2017, will also have an entry in the registration form to submit the thesis.

Similar to open access journals, open access books are becoming popular. Books by CERN authors can be published in this way, for costs to CERN that are about equivalent to Yellow Reports. When preparing to publish a monograph or edit an article collection, the Scientific Information Service should be contacted for advice (and possible financial support).
The current publication policy from 2014 is to be revised and to be published shortly. The new version expands to also include instrumentation and agreements have been made for IEEE TNS, JINST and NIMA. It explicitly excludes proceedings. For physics results, SCOAP³ is the preference with the aim to reach 100%. Other outlets are considered case by case.

An interesting new option for Open Access is SciPost Physics, a Dutch initiative and free of charge for authors publishing outstanding-quality research articles in the domains of experimental, theoretical and computational physics.

8. REPORTS FROM ACCU REPRESENTATIVES ON OTHER COMMITTEES

a) Scientific Information Policy Board (SIPB) (Federico Ferri)

The Scientific Information Policy Board SIPB (Continuation of the Library Committee as of November 1989) is an inter-divisional body reporting to the Director General. It deals with any matters related to policies and strategies of scientific information services to the high energy physics community, inter alia library and documentation services and scientific editing and report production services. ACCU is represented by Clara Troncon and Federico Ferri.

SIPB held 5 meetings since the last report to ACCU in March 2015.

SCOAP³

Over all fields (physics, instrumentation + computing, accelerators + engineering), there are 850 scientific articles and 950 conference proceedings per year with at least one CERN affiliated author. In addition, 40 scientific articles and 660 conference proceedings appear by authors without CERN affiliation. The Open Access rate is about 90% for CERN affiliated authors and 30% for authors without CERN affiliation.

SCOAP³ is the Sponsoring Consortium for Open Access Publishing in Particle Physics and been recently renewed. Annual costs of Open Access to CERN are 125 kCHF for SCOAP³, and about 400 kCHF for special arrangements for non-SCOAP³, corresponding on average to about 1.4 kCHF/article.

Open Access for Conference proceedings is not part of SCOAP³ and would be very demanding: additional 300 kCHF are required to include only proceedings with CERN authors (470 kCHF also “belonging to” LHC collaborations). Hence, SCOAP³ has not been extended to conference proceedings. SIPB recommended the revised Open Access Policy for approval by the CERN Directorate.

A bi-directional agreement with APS is being discussed with the aim to soon join SCOAP³.
ORCID

ORCID is a free and open source database providing a persistent digital identifier for researchers, a universal ID that will follow a researcher throughout her/his career. It can be used to uniquely identify an author across platforms and publication tracking systems. It is (almost) fully integrated with Inspire, additional improvements are soon expected to simplify its usage.

Some countries implement ORCID on a national level: Italy foresaw 80% of researchers with an ID linked to their research output by end of 2016, UK adopted a similar policy. ACCU Delegates should advice their communities to consistently use it. This is particularly important for newcomers. The CERN Library staff will help if needed.

Preservation of physics data and results

There are presently two main possibilities for preservation of physics data and results: The Open Data portal has released LHC datasets acquired by the four large LHC experiments for science outreach and for other researchers to play with LHC data, e.g. from astrophysics. HEPData releases additional information (or in a more handy format) w.r.t. the published papers for researchers, e.g. theoreticians and posterity.

The Open Data portal was released at the end of 2014. The outreach part is available for the four large LHC experiments, the research part (including simulation) is currently available for CMS. First ALICE data are foreseen for 2018, first ATLAS and LHCb data will be added after a reasonable embargo period. The recent release of 300 TB of LHC data made a large impact in the media and gave a rather positive image of CERN.

HEPData consists of tools to upload relevant data for analysis, especially supplementary material such as data tables, likelihoods, etc. and is well integrated with INSPIRE Labs. As of early March, HEPData contained close to 70’000 data tables from 8’400 publications. HEPData is well considered by the experiments with increased and consistent usage (ATLAS leading the effort), and supporting teams developing automatic tools.

There are other initiatives by CERN to promote open data to the public: AMA (ask me anything) sessions with experts, Kaggle (Higgs, ATLAS-promoted), visualize detector events, etc. There is also a CERN analysis preservation initiative, which is a closed counterpart to open data that makes an analysis re-runnable.

Object Heritage

A first database of heritage objects was set up in CDS in 2002 – 2005 with close to 200 categorized objects. Work is ongoing to define criteria for inclusion, to update the
database with the object stories, to improve background material, and to instigate object “sponsors” for important pieces.

An effort is undergoing to improve conservation and optimize storage. Long-term loan of heritage objects to museums and exhibitions is possible and encouraged, which is a great outreach opportunity.

9. SUMMER STUDENT STATISTICS (Ingrid Haug, Head of Summer Student Programme)

For the 2017 Summer Student Programme, 2032 applications were received from Member States and Associate Member States. India and Pakistan represent 37% of all applications (455 and 307 applications, respectively), followed by the United Kingdom (250), Greece (146), Spain (124) and Italy (109). From all applications, 43% are in physics, 37% in engineering, 19% in computing and there are 1% in other disciplines. Among the applications in physics, 352 (40%) are in theoretical physics, which is more than usual, 315 (36%) in experimental physics, 159 (18%) in applied physics and 51 (6%) in accelerator physics.

The Summer Student Programme is the only CERN Programme, where quotas are defined for each country, according to the budget contribution rate. In the calculation of the quotas it’s ensured that small countries (<1% contribution) at least have two Summer Students. A total number of 150 students from Member States and Associate Member States will be funded, mainly by CERN (131) and a few from extra funds (19). Typically 2/3 of the funded students will be in physics and 1/3 in engineering and computing.

For new Associate Member States, as in the case of India, the quota assignment leads to significantly less students in 2017 compared to 2016, where India still was Non-Member State. The significant reduction of the number of students after becoming Associate Member States needs to be addressed by International Relations for next years’ Summer Student Selection.

Application deadline was by 27 January, followed by a pre-selection by senior staff members of the respective country. Remaining candidates are then selected by supervisors in three web-based selection rounds, where they can select up to 10 candidates for their project. More than 323 project proposals were submitted by supervisors. Users can also be supervisors of Summer Students. Final allocation and assignment of students is done by an algorithm taking into account country quotas and other constraints. Last selection round ends on 11 April, candidates are informed after each round. The first student is expected to arrive on 6 June.

There is a parallel Programme for Non-Member States (150 students) run by International Relations and the Open Lab programme (40 students) run by the IT Department. Hence, a total number of 340 Summer Students are expected on site between June and September 2017.
Students will get lectures from 27 June – 4 August, can enroll to visits (e.g. ATLAS visitor center, Synchrocyclotron, Data Center, Antiproton Decelerator) and have the chance to attend various workshops. There will be poster sessions and student sessions, giving students the opportunity to present their project and social events.

10. MATTERS ARISING FROM THE PREVIOUS MEETING

None.

11. ANY OTHER BUSINESS

Request to open the dosimeter service on Friday afternoons

German Delegates requested to open the dosimeter service on Friday afternoons. The dosimeter service is presently open only from Monday through Friday in the morning. Opening on Friday afternoon would allow newcomers arriving at CERN on Fridays to receive a dosimeter and to work, e.g. in test beam areas over the weekend, after being properly registered at the Users’ Office and after completing the radiation safety web course. As a computer account can be obtained after pre-registration through PRT, the radiation safety web course can be even done from the home institute, before coming to CERN.

The request was forwarded to the dosimeter service, who are already aware and handle such cases. If requested in advance, dosimeters are given to Users even outside opening hours and in particular, on Friday afternoons. So far, there are only a few such exceptional cases. If ACCU Delegates are aware of a higher demand, the dosimeter service is willing to adjust the present practice. Any request for changes should be preferably made before start of the test beam season beginning of May.

The Chairperson congratulated the dosimeter service and the Users’ Office for the possibility, that a complete newcomer is able to get to his work space within a surprisingly short time. This would have been rather impossible 20 years ago.

12. PROPOSED TOPICS FOR THE NEXT MEETING (Tuesday, 30 May 2017)

- European regulations for ‘posted workers’ (response by Legal Service)
- Reports from ACCU representatives on other Committees

Michael Hauschild, 7 March 2017

Presentations from the meeting can be found with the minutes on the ACCU website at: http://accu.web.cern.ch/