

# Service Work Committee report

7 committee members:

**Angela Biselli, Phil Cole, Yordanka Ilieva, Douglas MacGregor, Marco Mirazita, Silvia Niccolai (chair), Carlos Salgado**

+ webmaster (AKA « shiftbot ») &  
Membership chair: **Bryan McKinnon**

↓  
**Left the SWC – we need a replacement!**  
**Should be from a US institution**  
**Main skill required: PATIENCE**  
**Contact me if interested (it can be fun...)**

The Rule: **expected FTEs = 0.25\*N** N=number of full + term members per institution

Role of the committee: **check if everybody respects The Rule!**

SoS's from **40 collaborating institutions** reviewed between November and February,  
~ **6 institutions** → ~**12 SoS's** per committee member

The SWC report, sent to the CLAS chair, quantifies the missing FTEs, and gives advice on the kind of SW that could make up for them

**Three new entries: TEMPLE, JUELICH, Mississippi State U – One departure: RPI**

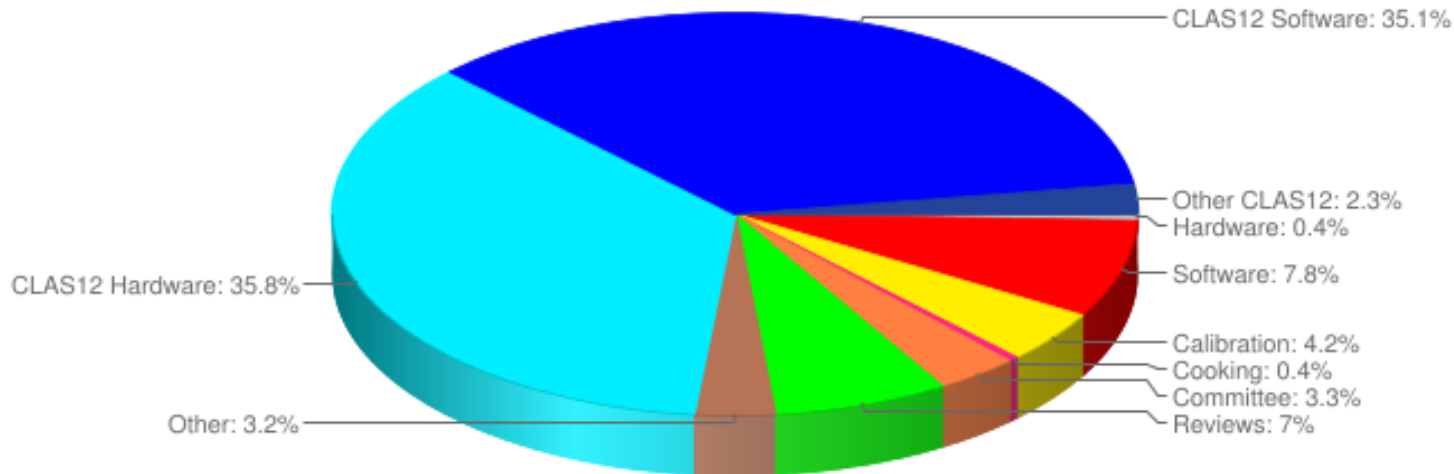
# Outcome of the reviews: 2016

- **6 institutions** didn't fulfill requirements for **2016**
- **6 institutions** performed **no SW for CLAS12**

3 institutions

Service Work distribution  
reported for 2016

**Systematics ~15% due to mistakes  
in the SoS categories**



**CLAS SW: 26.6%**

**CLAS12 SW: 73.4%**

**CLAS12 SW: Equally shared between hardware and software**

# Outcome of the reviews: 2017

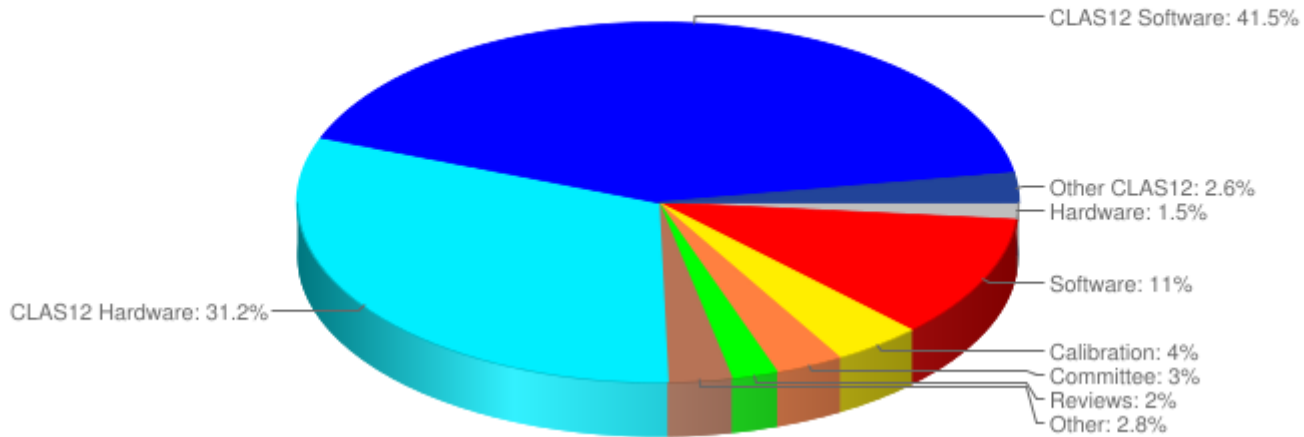
- planned SW for **2017** is not sufficient for **9 institutions**
- **6 institutions** will not, a priori, be involved in CLAS12

} **4 institutions**

Institutions not involved in CLAS12: tough to keep up  
Discussion at CCC level?  
Change of membership (limited)?  
Change of SW requirements?

Likewise, some institutions below requirements did **no CLAS6 SW**

Service Work distribution  
estimated for 2017



**CLAS SW: 24.6%**

**CLAS12 SW: 75.4%**

**Finally more software than hardware!**

# General notes

Sadly, we didn't reproduce last year's record (all SoS's in « only » a day after the deadline)  
**5 institutions had to be solicited and helped after the deadline**

## Common issues complicating the SWC members' and shiftbot's work:

- Lack of **documentation**, that forces us to contact institutions for clarifications
- **Failed or slow to provide feedback** to reviewers (and sometimes *bad attitudes...*)
- Lots of **mistakes: management of members**, mismatched categories (CLAS/CLAS12, software/hardware)

- If a person leaves your group and you DON'T ask Bryan removal from the membership DB, he/she will keep on **having the right to sign CLAS papers**, thus **we'll count him/her in your expected SW**
- **Managing members is a responsibility of institution representatives**
- **The SWC cannot remove members for you!!**

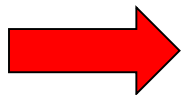
Often institutions signaled the previous year(s) as being below requirements **did not receive enough tasks**  
→ **volunteer for SW, if you know you may end below requirements! Contact me or the CLAS chair!**

**New issue:** institutions using **PhD students** to do SW, but **they don't make them term members**.

This is **formally OK** from the SWC point of view, but it is **not fair** to the students.

If a student works on CLAS-related things, **he/she should be a member**, and **sign papers**.

We solicited the representatives and informed the membership chair, as well as the CLAS chair.



**Institutional representatives: more involvement/care/effort is necessary!**