

Service Work Committee report

7 committee members:

Angela Biselli, Phil Cole, Yordanka Ilieva, Douglas MacGregor, Marco Mirazita, Silvia Niccolai (chair), Kevin Giovanetti (new entry)

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

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 **38 collaborating institutions** reviewed between November and February,
~ **5/6 institutions** → ~**10/12 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

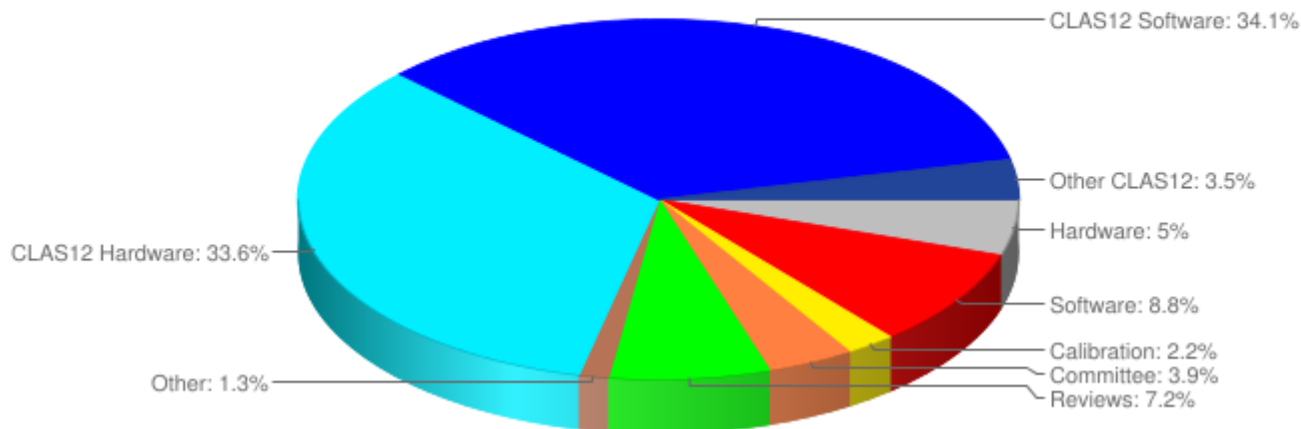
The finalized SoS reviews are being sent to all IR's in these days

Outcome of the reviews: 2017

- **7 institutions** didn't fullfill requirements for **2017 (5 minor, 2 major)**
 - **4 institutions** performed **no SW for CLAS12**
- } **2 institutions**

Systematics ~15% due to mistakes in the SoS categories

Service Work distribution reported for 2017



CLAS SW: 28.6%

CLAS12 SW: 71.4%

CLAS12 SW: Equally shared between hardware and software

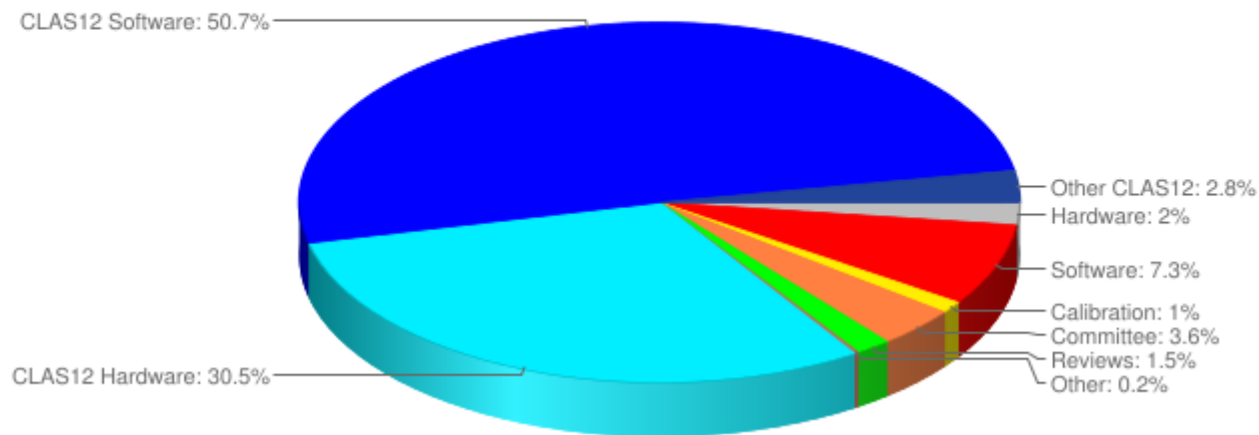
Outcome of the reviews: 2018

- planned SW for **2018** is not sufficient for **9 institutions**
- **3 institutions** will not, a priori, be involved in CLAS12

} **1 institution**

Service Work distribution
estimated for 2018

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



CLAS SW: 15.9%

CLAS12 SW: 84.1%

Finally more software than hardware for CLAS12!

General notes

This year **SEVEN** institutions failed to respect the submission deadline, which had to be extended « ad hoc »
1 institution filled but never submitted (!) the 2018 SoS

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

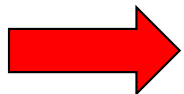
- Lack of **documentation**, that forces us to contact institutions for clarifications
- **Failed or slow to provide feedback** to reviewers
- Lots of **mistakes**: **management of members**, mismatched categories (CLAS/CLAS12, software/hardware)



- 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!**

Recurring 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**.



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