

The role of the Software Group and Coordinator in the CLAS Collaboration

Membership:

David Ireland (chair)

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Friday, November 16, 2018

Committee Charge

1. Should the Software Working Group be one of the Collaboration bodies as defined in our Charter and Bylaws?
 - If so, how should the Software Working Group be integrated in the Collaboration management structure?
2. Should the Collaboration nominate regularly a Software Coordinator or Liaison?
 - If so, what should be the nomination process and how long should be the person in charge?
3. What should be the role of this person in relation to the Hall B Software Architect?
4. Should other Technical Working Groups be introduced in the Collaboration structure?

General Remarks

- A response to the review of software development for the Hall B physics programme.
- JLab management has sanctioned the hiring of a “Software Architect”.
- Less participation in software development from CLAS collaboration members than, say, hardware development.
- Software required for different aspects of physics has occasionally led to duplication of effort on some tasks.
- High energy physics collaborations contain software and other technical coordinators in their management structure.

Committee Response

1. Should the Software Working Group be one of the Collaboration bodies as defined in our Charter and Bylaws?
 - If so, how should the Software Working Group be integrated in the Collaboration management structure?
- Yes
- Software Coordinator should be created as a role within the CLAS Coordinating Committee (CCC)
- A Software Working Group (SWG) should be constituted on the same level as the current three physics working groups.
- The Software Coordinator will be the chair of the SWG.
- All CLAS collaborators may be associated with this new group by opting in.

Committee Response

2. Should the Collaboration nominate regularly a Software Coordinator or Liaison?

- If so, what should be the nomination process and how long should be the person in charge?

- Yes
- The CCC should constitute a nomination committee.
- Nominees identified and the choice put to ballot of CLAS members (full and term).
- Post be limited to three years's service, with the possibility of a second term, subject to a vote.
- Subsequent nomination committees initiated by Software Coordinator.

Committee Response

3. What should be the role of this person in relation to the Hall B Software Architect?

- Close and regular contact with the Hall B Software Architect.
- The duties to include:
 - Overview of all software development activities within CLAS
 - Attend, either in person or remotely, weekly software meetings at JLab.
 - Prioritise and regularly review the priorities of what tools are most urgently required.
 - Ensure best practice for version control, testing suites and release schedules.
 - Report regularly to the CCC, and to the collaboration meetings.
 - Organise sessions at collaboration meetings

Committee Response

4. Should other Technical Working Groups be introduced in the Collaboration structure?
- Should be considered in due course.
 - Software Coordinator issue is currently the highest priority.



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Proposals

- A discussion of this issue should be held at the next CLAS collaboration meeting.
- A proposed change to the collaboration charter should be agreed.
- Current charter rules require that the change be voted upon at the next collaboration meeting.
- We recommend that the process for the selection of a Software Coordinator be initiated as soon as possible.

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Discussion



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