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**GIEC** *Minutes*

APRIL 2006

GIEC Meeting IV Minutes, April 12, 2006, 2:30-4:00 pm, KS 415

In attendance: Alberto, Dave, Bidushi, Anastasia, Seppo, Jim, Kartik (with mea culpa for my very late arrival!)

Absent: Russ, Gerard, Carolyn, Andrea, Ranga

There were three important items that we discussed:

1. Travel Policy Change Feedback - Postdocs are very happy (although couple of PIs pointed out that it is a zero sum game - if they spend more money travelling, their salary won't last for as many months). Scientists have been very quiet but are generally happy with the policy. It is frustrating that only a few of them attended the all hands meeting but the information has percolated down to everyone through the GIECs and there are no serious complaints (but see below):

a. The non-science staff has not been given the same all-science-hands type info that was promised by the management.

- *Management Response: An all-hands on travel with non-science staff has not been done because few of them travel on grant money. We have done TWO sessions on promotions and slotting across the greater IPAC environment.*
- *GIEC recommendation: Non-science staff is encouraged to read the FAQ at the following URL and ask their representative questions.*

b. Herschel/Planck people still frustrated that their programatic travel is difficult because meetings are changed, often with less than 2 weeks of notice, and it is then nearly impossible to get that through JPL.

- *George H.'s response: "This is one of those problems. Every so often things get better, then they get worse. I'll try to look into it."*

c. We would like to discuss with management the following problem / pattern:

It has been noted (and Helene will attest to this) - if two identical itineraries are submitted to JPL travel for a management person and a non-management person (e.g., Chas and someone else), then the manager's travel goes through faster and with more ease than the person lower on the totem pole. We thought preferential treatment of management may be okay in some cases but would like it to be noted and acknowledged.

- George H.'s response: "Note there is another difference in the case of Chas, that may make this a red herring: Chas is a true, fully integrated JPL employee, unlike all other G-IPAC folks who are campus employees. I do think that frequent travelers tend to get things happen faster. If there is a management-first policy, I do not know about it, but we can ask."

2. Oversight Committee Meeting -- We had a lot of debate amongst us as to the best way to approach this. In the past, random people have been chosen to meet with the SOC -- is this optimal or do we truly represent the SSC and Greater Ipac Environment? This was the main issue at hand. In the end we decided that we would send a note to our constituents asking if anyone wants to meet with the Oversight Committee along with the GIEC representatives. We will then have a meeting with the GIEC and volunteers on May 3 to go over issues and present a coherent summary to the SOC.

3. Performance Evaluation -- Again a long and protracted discussion -- we had a lot of questions / suggestions etc. We decided to collate our questions, forward them to the management and invite them to sit down with us and answer these questions at the next GIEC meeting.

- GIEC will meet with management to get a list of questions answered. Meeting scheduled second week of May. Response will be posted on GIEC pages / newsletter.

Additional issues:

1. There is a fundamental disconnect between the definitions of our roles as associate, lead or senior at SSC vs. Caltech. For instance, an associate research scientist does not even have to have a Ph.D. in the Caltech vernacular and are not expected to be PIs. This is very different from the SSC definitions and have recently caused a problem for one of the scientists here when dealing with Caltech at a departmental level. We would like some feedback from management on how to view this / resolve this inconsistency.

2. Several concerns were raised by some constituents:

a. GIEC emails are not being well read although the bathroom postings was a good idea (We need better visibility).

b. People unhappy with the weekends counting as personal days rule on travel -- anyway to change this?

- Management response: Weekends are personal only if they come after or before business of a trip. If your conference is over on Friday, and you want to stay the weekend, it's personal. That makes sense, and cannot be changed, nor is it any different whether you travel under JPL or campus rules. If it is a weekend in the middle of a business trip, then it is NOT personal. I have run into misconceptions about this even among the admin staff, so we could certainly clarify if not clear enough.

- GIEC recommendation: Please talk to your rep. if this is still unclear.

c. Morrisroe and technical people feel they are not well represented at GIEC (my [Kartik] comment to this is we really would like more input from them and welcome additions and volunteers to the committee).

- We will rotate in more non-science / Morrisroe staff as the first set of people leave the GIEC in a month or two.

3. Frayer agreed to fill in for me when I am away as GIEC lead - Is this okay with everyone?