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the
GIEC *Minutes*

MARCH 2006

GIEC Meeting IV, March 8, 2006, 2:30-3:30 pm, KS 410

In attendance: Carolyn Brinkworth, Andrea Dean, Dave Frayer, Jim Ingalls, Seppo Laine, Ranga Ram Chary, Anastasia Alexov

Absent: Bidushi Bhattacharya, Gerard van Belle, Alberto Noriega-Crespo, Russ Laher

1. Reviewed & updates on pending business from everyone.

- Constituencies / Reps all set. Everyone seems ok with their groups and have contacted them. The assignments will be posted on the GIEC website

- Screen added to KS 2nd floor toiler

- Postdoc list updated, being included in mass emails now - hopefully this has resolved many of the problems from the past

- Dave F. wrote a nice summary of previous all hands meeting regarding future of IPAC. I include it here for the benefit of this committee - here is a reworded summary of it - I also have copies of the ppt presentations for everyone - come and get them from me but please do not photocopy and distribute.

Spitzer's cryogen is expected to run out around 30 April 2009. SSC management will negotiate an extended post-cryo mission with NASA. SSC staffing fairly constant (small decreases every year) until FY08 (90-95 FTEs). Significant Spitzer staff decreases starting FY09. All MIPS+IRS work "ends" by Nov 2011. With the extended mission, all IRAC operations end by Feb 2015. Without the post-cryo mission, SSC work ends by 2012. SSC management will try to give folks notice well in advance before the termination of their jobs as the Spitzer project phases down. Herschel+Planck ~Aug 2008 launch. Expected Herschel mission duration is 3--5 years and Planck is 1--2 years. IPAC's future after Spitzer and Herschel is less clear (as are all NASA programs in that time frame), but a key component is SIM. SIM will be comparable in scope to Spitzer. IPAC-archive services expected to continue well into the future. Possible future projects include LSST, SNAP, JEDI, Eclipse, etc.

- Be it resolved that the committee name is "Greater Ipac Environment Committee" - objections noted by Seppo who prefers Employees instead of Environment.

2. Travel / Forecasting

- Based on our concerns and suggestions, there was a long meeting of the management + policy + admin staff where they tried to understand the policies and streamline the process. The all hands meeting (for science staff on Tuesday) and non-science staff (later on) is aimed at answering many of our questions and clarifying the process + implementing some new policies. The reason for the non-science staff to be at a

separate meeting is that they typically do not have "grant-related" questions which are specific to the science staff.

- Andrea noted that she learned from the meeting that many of the rules are placed by Caltech and JPL and we have to adhere to them until they can be changed, i.e. beyond the control of the management here.

- Suzy sent me the following link to read Caltech Travel Policy - please read this!

<http://procurement.caltech.edu/payment/TravelPolicy/travelpolicy.pdf>

3. We resolved to give a hard copy to every IPAC member of our newsletter + minutes will be posted in prominent places + on the website (internal website)

4. Next set of issues to tackle:

- a. Performance Evaluations - When, where, why, how?
- b. Grant money - what do the spreadsheets mean - a tutorial will be requested
- c. Spending the grant money - postdocs as PIs, hiring, purchasing, computing / office space needs
- d. Changing the IPAC image - culture change - name change? No longer will we accept being considered a "backwater" institution
- e. Salaries / Compensation

5. Next meeting (4 weeks from now): Wed, April 13.