

2010 NSLS-II Beamline Development Proposal Review Process

NSLS-II Beamline Development Proposals (BDPs) are to be reviewed by the Light Sources Directorate Science Advisory Committee (SAC) via the following two steps:

A) SAC Study Panel Review:

A-1) Study Panel Review Format:

- Seven SAC Study Panels will be constituted in specific areas of science and technology to review sub-groups of BDPs. Each Study Panel will be chaired by a SAC member and will include one or two other SAC members as well as additional subject matter experts. Each review Study Panel will have a combined total membership of 6-8 reviewers.
- Each Study Panel will hold a 2-day BDP Review Meeting, to be scheduled to occur during the period of July 8 to July 30, 2010, at BNL. At the meeting, the Study Panel will review an assigned group of 7-9 BDPs in their specific area of science and technology expertise. At least one week before the Review Meeting, each Study Panel member will receive copies of all BDPs to be reviewed by the Study Panel.
- Shortly after the receipt of the BDPs, the Study Panel Chair will assign each BDP to 3 Study Panel members and assign one of the members as the Lead Reviewer for a given BDP.
- Each Study Panel member will be expected to fully review the 3-4 BDPs assigned to him/her before the Panel Review Meeting, and to bring a draft written report and any questions to the Review Meeting.
- At the Review Meeting, each proposal team will be expected to make an oral presentation to the Study Panel, followed by a question and answer (Q&A) period with the Study Panel. Up to five representatives from each proposal team may be present at the Meeting, but only during the time slot allotted for the oral presentation and Q&A period for their proposal.
- At the end of each BDP oral presentation and Q&A period, a 15-minute closed session will be scheduled for Study Panel discussion. It is expected that during the closed session, the Lead Reviewer for the specific BDP will poll the other Study Panel members on their initial impressions and scores (see A-2) for the BDP.
- After hearing all the BDP presentations, the Study Panel will convene in an executive session to fully evaluate all the information available to the Study Panel on each specific BDP and in the context of all BDPs reviewed by the Study Panel.

A-2) Study Panel Review Outcome:

- Each Study Panel is expected to complete a report consisting of (a) an overall Study Panel Executive Summary together with (b) separate BDP Review Reports for each of the BDPs reviewed. A draft of the Study Panel Report should be presented to Light Sources management in a closed closeout session at the end

of the Review Meeting. A final written report from the Study Panel is expected no later than one week after the Review Meeting.

- The BDP Review Report for the individual BDPs is expected to be released to the proposal spokesperson after the full SAC review, as part of the recommendation by the full SAC. The BDP Review Report for each BDP should consist of the following two parts:
 1. Summary Assessment
 - The Summary Assessment should contain the following information:
 - a) overall impression of the Study Panel about the BDP
 - b) comments and numerical score between 1 to 5 (with 1 being highest score; see “NSLS-II BDP Reviewer Guidelines”) for each of the five criteria outlined in the NSLS-II Beamline Development Policy
 2. Reviewer Comments by the three Study Panel members assigned to review the BDP
 - The Reviewer Comments are based on the reviewers’ draft comments prior to the Review Meeting, which may be revised based on additional information and discussions at the Review Meeting.
 - The names of the three reviewers will be kept confidential.
- The Panel Executive Summary will not be made public. It should provide:
 1. an overall assessment of all BDPs that the Study Panel reviewed
 2. recommendations on modifications of BDPs, such as consolidation of BDPs or other adjustments

B) Full SAC Review

The full SAC will meet on August 12-13 to discuss and consider the reports from all Study Panels. At this meeting, the SAC will discuss all of the BDPs and will seek a balanced overall assessment of the proposals. Furthermore, the SAC will recommend assignment of each BDP to one of the following four priority categories, along with justification from the SAC perspective:

- Near-term priority
- Mid-term priority
- Far-term priority
- Not recommended

In reaching its conclusions on priority category assignment, the SAC may consider a variety of factors, including:

- BDP reports by the Study Panels, including both comments and scores
- balance of techniques and science areas
- overall user demand in a given area, including that from existing NSLS user programs or programs at other synchrotron facilities

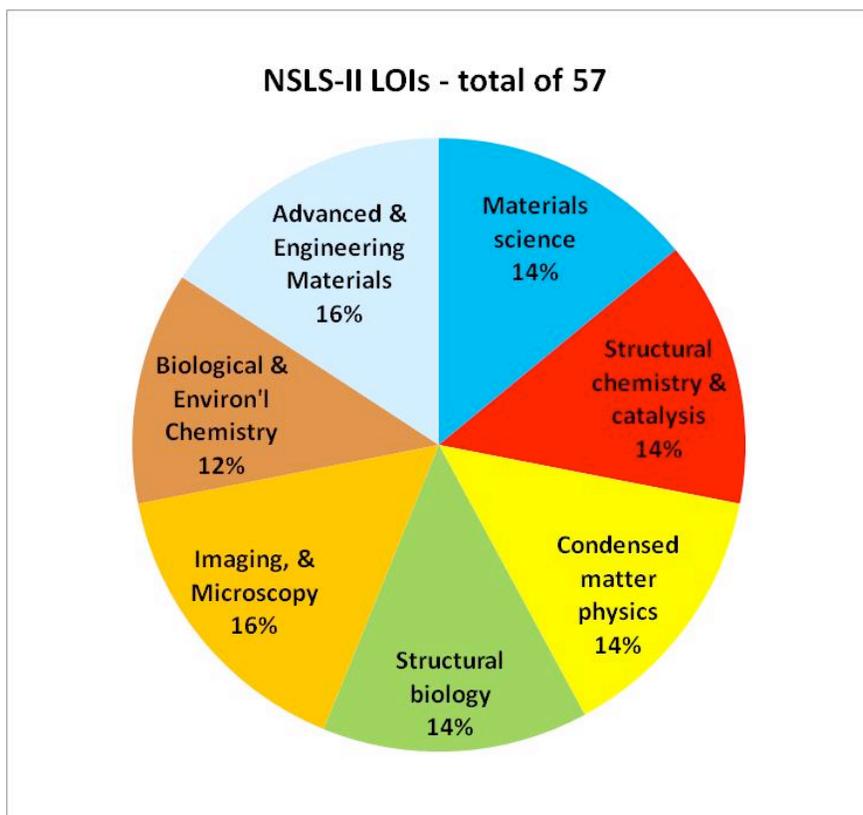
The SAC will provide a written report on all BDPs to the Associate Laboratory Director for Light Sources. The full SAC review report will contain the following information:

1. an overall assessment of all BDPs
2. recommended assignment of each BDP into one of the four priority categories listed above
3. recommendations on modifications of BDPs, such as consolidation of BDPs or other adjustments
4. recommendations on any substantial R&D efforts that may be desirable in connection with BDPs

It is expected that the priority ranking category each proposal receives will be released to the BDP spokesperson after the full SAC review.

Review Timeline:

- June 21: Deadline to receive BDPs
- June 23: Email and hard copies of BDPs sent out to SAC Study Panels
- June 28: Assignment of BDPs finalized by SAC Study Panel Chairs
- July 8-July 30: Study Panel review meetings
- Aug. 6: NSLS-II receives Study Panel reports
- Aug. 12-13: Full SAC meeting
- Aug. 23: SAC report received
- Sep: NSLS-II response letters sent out to proposal teams



SAC Study Panel Meeting Schedule:

Biological and Environmental Chemistry
Thursday-Friday, July 8-9, 2010

Materials Science
Monday-Tuesday, July 12-13, 2010

Advanced-Engineering Materials Studies
Tuesday-Wednesday, July 13-14, 2010

Condensed Matter Physics
Monday-Tuesday, July 19-20, 2010

Structural Biology
Tuesday-Wednesday, July 20-21, 2010

Structural Chemistry and Catalysis
Wednesday-Thursday, July 21-22, 2010

Imaging and Microscopy
Thursday-Friday, July 29-30, 2010

Draft SAC Study Panel Agenda

	Day 1	Day 2
8:00	Panel Executive Session	Discussion & Draft Report Writing (closed)
8:20	Welcome and Introductions	
8:30	Proposal #1	
8:50	Discussion	
9:05	Panel Discussion (closed)	
9:20	Proposal #2	
9:40	Discussion	
9:55	Panel Discussion (closed)	
10:10	Coffee Break	
10:25	Proposal #3	Discussion & Draft Report Writing (closed)
10:45	Discussion	
11:00	Panel Discussion (closed)	
11:15	Proposal #4	
11:35	Discussion	
11:50	Panel Discussion (closed)	
12:05	Lunch (Executive Session)	Lunch (Executive Session)
13:15	Proposal #5	Close-out (Light Sources management only)
13:35	Discussion	
13:50	Panel Discussion (closed)	
14:05	Proposal #6	Adjourn
14:25	Discussion	
14:40	Panel Discussion (closed)	
14:55	Coffee Break	
15:10	Proposal #7	
15:30	Discussion	
15:45	Panel Discussion (closed)	
16:00	Proposal #8	
16:20	Discussion	
16:35	Panel Discussion (closed)	
16:50	Panel Executive Session	
17:30	Adjourn	
18:30	Dinner	