











Director's response to ATUC Report – November 2017

ATUC Recommendation	Director's Response	Traffic Light
2. Commendations and successes		
<p>ATUC comments CASS on:</p> <ul style="list-style-type: none"> - Keith Bannister being awarded the Louise Webster Prize by the ASA, and Emily Petroff's commendation (as a CASS co-supervised student) in the ASA's Charlene Heisler Prize. - The success of the 2017 Radio Astronomy School at Narrabri. - ATNF's role in following up the neutron star merger GW170817. - PMON replacement at Narrabri. - Rollout of the new Parkes Portal and FROG. 	Noted and thanks	
Recommendations		
3. Sale of Telescope Time		
<p>a) CASS should develop (and publish) a policy regarding how purchased NAPA triggers would be handled. This should clarify to both buyers and users how triggers would be prioritised, whether triggers could be exclusive, and how displaced observers would be managed.</p>	<p>Any sale of telescope time to be allocated at short notice (that is, in a "NAPA" style) will be on a basis that leaves flexibility for approved NAPA and ToO requests to take precedence, and minimises impact on National Facility users. In particular, there is no intention to allow automated overrides for paying users.</p> <p>CASS also has no intention of allowing paying users exclusive access to particular targets or science goals that would inhibit access to National Facility users. CASS will endeavour to make up observing time overridden by a ToO, NAPA proposal, or by an approved request from a paying user, according to the existing policy on "Payback Time". It is anticipated that overrides in this last category will be rare compared to ToO and NAPA overrides.</p> <p>This advice has been added to the NAPA & ToO webpage.</p>	
4. ATCA		
<p>a) <u>Duty Astronomers</u>: ATUC supports the continuation of the DA program, and acknowledges CASS' review of how to improve the existing system. ATUC recommends that CASS explore a hybrid structure of both DAs and project experts, and that they also implement the ATCAbot to help offset the responsibility workload of the DA. ATUC recommends that CASS co-</p>	<p>We appreciate the support of the community for our support efforts, both through the DA and automation. Development of the ATCAbot is continuing, and we expect to demonstrate it at the next ATUC meeting. We have explored a hybrid structure of DAs and project experts, but are not convinced the benefits outweigh the potential complexity of this scheme. The committee's</p>	

<p>supervised students continue to participate in the DA program, but at the current two weeks per year, including overlap, and without drawing on their overseas travel funding. ATUC strongly recommends that CASS require their own staff to participate in the program as part of the National Facility support structure, prior to enlisting volunteers from the community. ATCA Legacy and Large projects consist of expert users who can train less experienced users for their current project: these should be self-sufficient and not require DA support.</p>	<p>feedback about what students should be required to do is invaluable. We will adjust our expectations for Duty Astronomers based on ATUC recommendations, retaining the current requirement that students undertake two weeks of National Facility support each year. ATNF Science staff (with the exception of those in primarily National Facility support roles) are expected to provide two weeks of National Facility support each year. Legacy and Large projects indeed should not generally require DA support to start observing blocks, but a rostered DA is required to deal with, or escalate, more serious problems that may arise during the observation. Experienced Legacy observers are welcome to sign up as DAs!</p>	
<p>b) <u>Unattended Observing</u>: CASS should spell out more clearly what is, and is not permissible during “unattended” observing. ATUC suggests that CASS consider whether different observing models, including unattended and service mode, might be feasible, and if so, to consider polling the ATCA user community about their preferences.</p>	<p>The ATCA Users Guide has been updated with explicit expectations of what is expected of observers who want to observe in unattended mode. We currently do not expect to change our user-oriented model, but if we do think a change is required, we will poll the community as suggested.</p>	
<p>c) <u>NAPA and ToO overrides</u>: CASS should clarify how competing NAPA and ToO triggers will be handled, particularly in the case of Rapid Response Mode observations. Further, ATUC requests that both the PI and the registered observer for any displaced observations be notified as soon as possible after an interrupt is approved.</p>	<p>The Users Guide has been updated to this effect. We will endeavour to notify the PI and registered observer as soon as possible after an interrupt is approved.</p>	
<p>d) <u>Legacy Projects</u>: CASS should clarify both the expectations and responsibilities of the Legacy Project teams, and the support that CASS is willing to provide, to enable timely and lasting accessibility of Legacy Project data.</p>	<p>The call for legacy projects stated that “Each project must release its value-added data or data products in a timely way: its rate of delivery will be assessed each year.” and listed the support that CASS is willing to provide, including disk space on Marsfield machines, a residency program to allow Legacy team members to visit Marsfield, and flexibility in the scheduling of ATCA array configurations. We have recently contacted the PIs of the four Legacy Projects to explore their needs and requirements.</p>	

	ALMA and the KVN which could result in greater interest in this capability.)	
8. Tidbinbilla		
a) ATUC would like CASS to explore operations models and requirements for Tidbinbilla that would allow the host country time to be used more fully and effectively.	The demand for Tidbinbilla 70m has been low in recent years, and observations have been made opportunistically. There has been more use of Tidbinbilla antennas for LBA observing, and as these dates are fixed a more proactive approach has been adopted. At the next call for proposals users will be reminded about the availability of host country time, however, due to the low demand and other pressures on resources, increasing radio-astronomy usage of Tidbinbilla will not be our highest priority.	
9. Culture Project		
a) ATUC recommends that CASS continue in its efforts in the Culture Project and that the community (and ATUC) be provided with regular updates. ATUC would welcome evidence that there is scope to broaden and deepen efforts in a way that meaningfully tackles core concerns of the community. The committee feels that effective communication is essential in ensuring that relevant information on positive actions taken reaches its intended audience (and community at large).	<p>CASS will continue the Culture Project. A six monthly review of progress is scheduled for early 2018 and we will provide ATUC with Minutes of the review.</p> <p>There are some deeper, longer term recommendations from the CASS Culture project report that aim to address the core concerns of the community, for example:</p> <ul style="list-style-type: none"> * the development of some “real-life” scenarios to be discussed during group meetings within CASS, with the aim of assisting staff to translate lessons learnt from formal training modules into practice. A program for group discussions is being developed and it is planned to roll out the program in 2018 to provide practical training to all staff. * the requirement on CASS senior managers to “call out” unacceptable language and behaviour whenever they see it. The leaders are being asked to lead by example, and demonstrate by their actions to all staff that unacceptable behaviour will not be tolerated within CASS. The benefits here will be two-fold; an active culture of staff looking out for each other will be nurtured, and staff will be regularly reminded of what is acceptable and what is not. (An appropriate number of senior managers within CASS and within the HR Department of CSIRO are aware of the identity of past perpetrators of 	

	<p>bullying and harassment within CASS. While confidentiality rules prevent the dissemination of this information, CASS management is absolutely committed to the creation of a best-practice safe workplace within CASS and closely monitors all staff to ensure that acceptable standards of behaviour are maintained.)</p> <p>* CASS will also continue to address concerns about transparency through the publication of an annual table that outlines, to the extent allowable given confidentiality constraints, any incidences of bullying and harassment incidents in CASS. CASS will accompany the annual release of this Table with a summary of initiatives completed and underway within CASS to improve the culture. This will help to demonstrate whether CASS is achieving its firm aim to reduce levels of bullying and harassment in the organisation.</p>	
10. User Feedback		
<p>a) ATUC recommends that CASS make it easier and more explicit for users to complete feedback at the end of their observations, preferably via the Portal. ATUC still wishes to see complete summaries of observer feedback (separately for Parkes and ATCA) at each ATUC meeting.</p>	<p>The new Parkes observing portal has a prominent pull-down menu (“links”) guiding observers to open a new tab or browser window to complete the feedback form while observing. The new Portal will be deployed to ATCA soon. (Meanwhile Googling “ATCA Observing” leads directly the required link). Summaries of feedback will continue to be provided at ATUC meetings.</p>	
11. CASS move to Lindfield		
<p>a) ATUC would like to know if there are any updates about the site change.</p>	<p>The current expectation is that the move will go ahead in several years’ time. The outcome of the Federal budget in May may provide more detail on the exact timescale.</p>	
12. Next Meeting		
<p>ATUC recommends shifting the start time of meetings hosted in Sydney to 11 am to facilitate remote participation by interested parties in Western Australia. We recommend that CASS considers hosting on of the future ATUC meetings in Perth.</p>	<p>We are happy to start meetings at 11am Sydney time to connect better with the community in WA. Our preference at this point to shift the time rather than the location as the overwhelming majority of presenters are based at Marsfield.</p>	