

**Director's response to ATUC Report – May 2018**

ATUC Recommendation	Director's Response	Traffic Light
<p><b>2. Commendations and successes</b></p>		
<p>ATUC commends CASS on:</p> <ul style="list-style-type: none"> <li>• Ron Ekers being elected as a foreign associate of the National Academy of Sciences</li> <li>• Adrian Rispler's award for the PMI Project Professional of the Year</li> <li>• Karen Lee-Waddell's URSI Young Scientist Award</li> <li>• Installation of the 36th PAF on ASKAP</li> <li>• Installation of the UWB-Low receiver on Parkes</li> </ul>	<p>Noted, and thanks</p>	
<p><b>Recommendations</b></p>		
<p><b>3. Prioritisation of technology development</b></p>		
<p>a) The first priority should be to ensure the long-term viability of all ATNF's telescope facilities. Beyond that, wider consultation will be required (with full details) to develop a list of priorities. ATUC stands ready to assist with community consultation, although more formal processes (such as Town Halls) would need to be organised by CASS.</p>	<p>As previously stated, CASS's highest priority is the cryo-PAF which is currently the subject of a LIEF proposal. Unfortunately, the timescale on which the outcome of that proposal will be known (around November) does not work well with University panning for the next round of LIEF proposals. CASS made a call for Expressions of Interest to the ASA exploder for potential projects for the next LIEF round, will provide an initial assessment of which proposals CASS may be able to support.</p> <p>At each ATUC meeting the ATNF will present an updated list of future projects with the purpose of seeking community feedback on the scientific case and impact and opportunities for funding.</p>	
<p><b>4. Culture report</b></p>		
<p>a) That the potential for conflicts of interest continue to be reported where it exists, but that in other cases, the introduction of any new reporting requirements be guided by common sense and the right to privacy. Any new reporting requirements that are felt necessary should be subject to consultation with staff well ahead of any implementation.</p>	<p>CASS thanks ATUC for the useful discussion and feedback on the subject of perceived conflict of interest from personal relationships in the workplace.</p> <p>CASS agrees with ATUC that it is challenging to get the reporting balance right and not to unduly invade the privacy of individuals. We also advise that CSIRO's Code of Conduct requires all staff to report to a manager if they perceive a potential breach of the Code of Conduct, including</p>	

<p>b) That the Buddy system be continued, being assessed over time to determine what practices work well and add maximum value to the process.</p>	<p>situations relating to conflict of interest. Where no breach is perceived reporting is, of course, not required.</p> <p>CSIRO, and CASS in particular, will not accept harassment or inappropriate staff behaviour in the workplace. Therefore, CASS management encourages reporting where it is considered appropriate, including in order to best protect vulnerable individuals. History has shown that the individuals involved in personal relationships in the workplace are not always in the best position to objectively assess the potential for conflict of interest, or the way their relationship is being perceived by others. It is important to note that reporting does not imply fault, but, using common sense, it does give a senior manager the opportunity to consider the situation and any implications. CASS agrees with the advice provided by ATUC that prescriptive rules on reporting and resolution of potential conflicts should be avoided. We have drafted general guidelines, rather than prescriptive rules, however will not finalise and introduce any guidelines before conducting wide staff and community consultation, including through ATUC.</p> <p>The Buddy Program has been in operation for approximately 3 months. During this time, three new appointments have started with CASS. Feedback suggests that the process overall is working well. There is an opportunity to work with line management on raising their awareness of their roles and responsibilities in the general on-boarding process. We will continue to monitor the Program's success.</p>	
<p><b>5. LBA</b></p>		
<p>a) The LBA Call for Proposals should make clear that the onus for co-ordination of non-National Facility VLBI time (i.e. outside the remit of standard LBA operations, excepting any agreement</p>	<p>The call for proposals will be updated to reflect this.</p>	



	If possible, this will be ticked by default, but can be unticked by the proposer. Those projects that have ticked the box will adopt the open approach described in the proposal, those that don't will retain their usual proposal proprietary status.	
<b>9. Small projects</b>		
a) Investigate the statistics of small projects and student projects in semesters prior to and following the recent reduction of available National Facility telescope time, and present these numbers at the next ATUC meeting.	We will present the statistics as requested. We have been conscious of the impact of larger projects and purchased time in the scheduling of the OCT18 semester to ensure, where possible, that time critical student projects do not miss out (when the project score is on the borderline of that required for scheduled time).	
<b>10. ATCA</b>		
a) CASS to clarify support and data release opportunities and requirements to the Legacy survey teams.	We will continue to work with Legacy Project PIs to clarify the level of support that can be made available to the Legacy project teams, and the opportunities and requirements for data releases. Jamie Stevens is the designated contact for the Legacy Projects to discuss these matters.	
<b>11. Observer training</b>		
a) CASS should investigate a system whereby Legacy and Large Projects could designate CASS-approved experts from within their own project teams, who would be able to train up observers for their own projects, according to requirements set down by CASS.	We are in the process of supplementing the ATCA training videos with some new material, and are considering the pros and cons of having Legacy Projects designate their own trainers. We will discuss this further at the next ATUC meeting.	
b) CASS consider whether a system of remote requalification might be acceptable.	We will also discuss this proposal further with ATUC at the November meeting.	
<b>12. DAs &amp; Observing support</b>		
a) CASS should consider implementing an online space for the ATCA community to gather, discuss ideas, and support each other through information sharing.	We thank ATUC for this excellent suggestion. We have now made a "ATCA-Community" channel on the ATNF Mattermost server, and everyone is free to join: <a href="https://chat.atnf.csiro.au/signup_user_complete/">https://chat.atnf.csiro.au/signup_user_complete/</a>	

	<p>?id=axtz6rmskfn9yd6qfibdrch9e</p> <p>We currently intend for this online space to be relatively free-form, and we'll allow it to evolve in whatever direction the community decides. We commit to have our in-house ATCA experts maintain a presence there as suggested.</p>	
<b>13. NAPA and ToO Overrides</b>		
<p>a) ATUC recommends that a standard email could be sent to PIs and the registered observer communicating that a NAPA or a ToO is going to override their observation and include the details of the override.</p>	<p>We thank ATUC for this excellent suggestion, and we agree about the motivations to get this right. We have begun using a standard and consistent email for this purpose and are seeking feedback from all parties when we use it so we can continue improving it.</p>	