



ALMA BOARD

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Subject: Charges for the October 2014 ASAC Meeting

AUTHOR(S): L. Tacconi et al.

Purpose of Document: To provide the ALMA Board with the draft charges for the October 2014 ASAC meeting.

Status: Approved at the June 25, 2014 ALMA Board Telecon

Charge 1: With the first three Proposal review cycles (Cycles 0, 1 and 2) now behind us, the ASAC should list and comment on lessons learned and make suggestions for improving the proposal submission and review processes for future cycles. In particular:

- 1) ASAC should suggest ways to optimize the duplication checking and the technical assessment procedures in order to reduce the workload on both JAO staff and the APRC/ARP members.
- 2) Since the terms of many of the current ARP and APRC members have now ended with the Cycle 2 PRP, ASAC should make an assessment of the scientific expertise and diversity of the membership needed for future cycles. They should suggest names for potential panel members, including those who may have theoretical/numerical backgrounds, as well as those from other observational wavelengths.
- 3) Assuming that the request for ALMA time will remain at or increase from the 1300+ proposals per cycle, it is important to ensure a realistic and manageable workload on panel members. ASAC should debate and comment on the scientific pros and cons of different means of managing this workload, such as increasing the fraction of proposals that are triaged out before the panel meeting, enlarging the numbers of panels and/or panel members to discuss a larger fraction of the proposals, enlisting non-traveling assessors, or suggesting other alternative scenarios.
- 4) Comment on the current JAO policy for change requests during the Phase 2 submission process.

Charge 2: Pursuant to standing Charge 2, continue to assess the status of Cycle 1 and Cycle 2 observations. Are the data meeting user expectations? Are the data products released of satisfactory quality? Are the data being released to the PIs in a timely fashion, and are adequate progress updates being communicated to the PIs and the community at large? ASAC should comment on and suggest ways to improve data release policies, in particular policies for special cases, where release of partial data sets (not yet passed QA2) might be desirable for maximum scientific benefit.

Charge 3: JAO will provide ASAC with input regarding capabilities and observing modes planned for Cycle 3. ASAC should review and comment on these modes well in advance of the next Call for Proposals. Are the modes on offer those sufficient to address the highest impact science themes? Are there other capabilities that should be given higher scientific priority?

Charge 4: ALMA Development Plan Standing Charge 4: The regional project scientists and the JAO will provide timely input to ASAC such as summaries, status updates, and other information about the completed and ongoing Development studies and projects. ASAC should assess the scientific merit of these studies (e.g. discuss the uniqueness for ALMA, the advantages and drawbacks of each capability, etc.), and comment on the scientific priority of the approved development studies. ASAC should continue their work on the ALMA2030 document and report progress to the Board and to JAO.

Charge 5: After 3 proposal cycles, discussion should start about the best time to allow proposals for Large Programs in the ALMA Call for Proposals. ASAC is invited to debate and report on:

- 1) The optimum cycle to introduce Large Programs
- 2) The minimum and maximum time request and for Large Programs; in particular, should the threshold for a Large Program be lowered from the current level of 100 hours. If so, what would the ASAC recommend for this threshold? Or, would it be better to allow an adjustable threshold, set by the JAO, as a function of Cycle number?
- 3) The total duration of a Large Program: should Large Programs be run over multiple cycles or be restricted to only one cycle? Should there be a separate category for monitoring programs, or should those also be included with Large Programs?
- 4) Proprietary periods for Large Programs

The ASAC is also encouraged to bring to the attention of the Board any ad-hoc charges resulting from discussions at the ASAC meeting and telecons.