Subject: ASAC Charges

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Purpose of Document: To provide the ALMA Board with the proposed list of charges for the ASAC

Status: Approved by written procedure by July 28th, 2015
Charges for ASAC Meeting October 2015

**Charge 1:** ASAC will be presented with an updated version of the Principles of Proposal Review (PPR) document. This new document includes changes in line with the ALMA Trilateral Agreement of the Partners, and changes that reflect the more evolved operations state of ALMA since the version of the document from Cycle 0. The Board and ALMA Project welcome comments from ASAC on issues discussed in the document that would have an impact on the scientific output of ALMA. The PPR is meant to be a high-level, stable document, while the Proposal Review implementation plan will contain details that might vary from call to call.

**Charge 2:** With the Cycle 3 Proposal Review Process (PRP) recently completed, the JAO should present the ASAC with an analysis of the success and shortcomings of Cycle 3 proposal process, starting from the Call for Proposals through the PI notification stage. The ASAC should comment on the Cycle 3 proposal process and any planned or proposed changes to future cycles. Looking forward to Cycle 4, the ASAC will receive updated information on the Cycle 4 plans. Are there any issues in these updates that need further attention? Does the special proposal category (new to Cycle 4), including Large Programs and VLBI proposals, meet the expectations and needs of the user community? Are the changes to the duplication checking procedure sufficient for a smooth proposal submission and evaluation process? If not, ASAC should indicate any further updates to duplication checking that are indispensable for the Cycle 4 evaluation process.

**Charge 3:** As ALMA transitions from its Early Science phase to full operations, ASAC is asked to investigate and comment on the balance between science operations, enabling new EOC capabilities, and regular maintenance of the array:

a) Is the current balance of the fraction of array time dedicated to carrying out approved science programs vs implementing new EOC capabilities correct?
b) Are configuration schedules optimized for the greatest scientific return?
c) The documentation describing ALMA Steady State and Full Operations for the Operations Review Committee indicated a nominal schedule of 85% of the array elements (i.e at least 56) at a given time in use for science observations. ASAC should comment on the impact that this expected number of available array elements will have on the science output and efficiency of ALMA.

The JAO will give ASAC access to ORR documents that are relevant to this charge.

**Charge 4:** Pursuant to standing charge 4, now that the first generation of Development programs are well under way, ASAC should give a preliminary assessment of their impact on the JAO. They should also comment on whether the projects have met or are expected to meet their initial specifications. As a follow-on to this charge, ASAC should also make a scientific prioritization of the new planned Development projects and remaining, unimplemented baseline construction capabilities. To help with this discussion the ALMA project (the AMT and the IST) will provide ASAC with lists, timelines and a cost assessment of these projects and capabilities.
**Charge 5:** Looking back at the key science goals of ALMA, ASAC should discuss and comment on the basic performance and function of ALMA at the end of Cycle 2. Is the array performance living up to user expectation at this stage of the project? Is it already able to fulfill some of the key science goals and specifications for ALMA? Are there areas for improvement? The ASAC should comment on the ALMA project list of annual performance goals and metrics that will become the basis for measuring progress as ALMA transitions to steady-state operations.

**Finally,** the ASAC is encouraged to bring to the attention of the Board any additional issues or concerns resulting from discussions at the ASAC meeting and telecons.