

# 1 Minutes of the UK instrumentation training steering committee meeting of 2023/04/03

Present:

<b>Birmingham</b>	Laura Gonella
<b>Cambridge</b>	Bart Hommels
<b>Edinburgh</b>	Stephen Eisenhardt
<b>Glasgow</b>	Kenny Wraight
<b>Lancaster</b>	Lingxin Meng
<b>Liverpool</b>	Jon Taylor
<b>Oxford</b>	Daniel Hynds
<b>RAL</b>	Giulio Villani
3 <b>Queen Mary</b>	Peter Hobson

Apologies:

4 <b>Imperial</b>	Alex Tapper
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5 Agenda and slides at <https://indico.cern.ch/event/1272167/>

6 Chair: D. Hynds

## 7 1 Schedule for the 2023 programme

8 Most institutes have signed up their general availability on the google sheet:

9 [https://docs.google.com/spreadsheets/d/](https://docs.google.com/spreadsheets/d/1HWTysUjYoopB7fcLdu9oLVCq0cBJOLTSja5d0KpbUkE/edit?usp=sharing)  
10 [1HWTysUjYoopB7fcLdu9oLVCq0cBJOLTSja5d0KpbUkE/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1HWTysUjYoopB7fcLdu9oLVCq0cBJOLTSja5d0KpbUkE/edit?usp=sharing)

11 Daniel proposes running the lectures from the beginning of May until the end of June.  
12 There is general agreement, and emphasis that they should not stretch into July. Not  
13 many groups had indicated their preference for time slots during the week; this will be  
14 followed up offline. It is pointed out that there are several bank holiday Mondays in  
15 this time window which should be avoided. Daniel will now proceed with setting up  
16 the indico pages for this year.

## 17 2 Outstanding lecturer availability

18 Almost all lecturers have agreed to repeat their lectures from last year. Two outstanding  
19 topics are mechanics (covered by M. Booth) and the interaction of particles with matter  
20 (covered by P. Allport). Daniel is in touch with both of them, and Phil has proposed  
21 a replacement lecturer at Birmingham. There was some interest from Oxford to give  
22 this lecture, but given the number of courses already being taught by Oxford personnel  
23 it is thought better to keep this at Birmingham at present.

## 24 3 Course reviewing

25 It is proposed that members of the steering committee go through the slides from  
26 last year and highlight areas where there is repetition. There are a few examples (and  
27 comments from feedback surveys) where a large chunk of material is repeated and  
28 could be cut down. It is pointed out that there may be repetition across the courses; it  
29 is suggested that the course reviewer should take a quick look to other courses where  
30 they feel there might be overlap. This is not intended to be line by line scrutiny, just to  
31 tackle the more obvious cases. Several people volunteer to cover courses, and Daniel  
32 followed up the next day with the final list:

- 33 • Semiconductors: Jaap Velthuis
- 34 • Electronics and DAQ: Bart Hommels
- 35 • Mechanics and Cooling: Jon Taylor
- 36 • Fabrication and structures: Laura Gonella
- 37 • Experimental technique:- Lingxin Meng
- 38 • TCAD: Giulio Villani
- 39 • Software tools: Kenneth Wraight
- 40 • Short courses: not required

## 41 4 TCAD access issues

42 Daniel has been in touch with Nick Owen about access rules for the TCAD lectures;  
43 this arises due to Europractice licensing rules (some relate to US export laws for ex-  
44 ample). There are some limitations due to participation nationality or the location of  
45 the registered institutes; this will be followed up offline. For now the main change is  
46 to request this information from participants on registration.

## 47 5 AOB

48 Stephan raises a point from student feedback and whether lecturers can briefly sum-  
49 marise things at the beginning of their lectures, in particular explaining acronyms and  
50 assumed knowledge. It is pointed out that this should already be the case, but if there  
51 are specific instances where this needs to be fed back to the lecturers then it would be  
52 good to know. Stephan will follow this up offline and contact the relevant people.

## 53 6 Action points

- 54 1. Follow up on the weekly time slots - D Hynds
- 55 2. Preparation of the indico pages for this years programme - D Hynds
- 56 3. Finalise lecturers for mechanics and particle interactions - D Hynds

- 57 4. Course reviewers to go through their allocated course and highlight overlap /  
58 feed back survey results to the lecturers
- 59 5. Nationality and institute to be added to the indico registration for this years  
60 programme - D Hynds
- 61 6. Follow up student feedback on unexplained acronyms etc. - S Eisenhardt