

ORGANIZING A SAMSI PROGRAM

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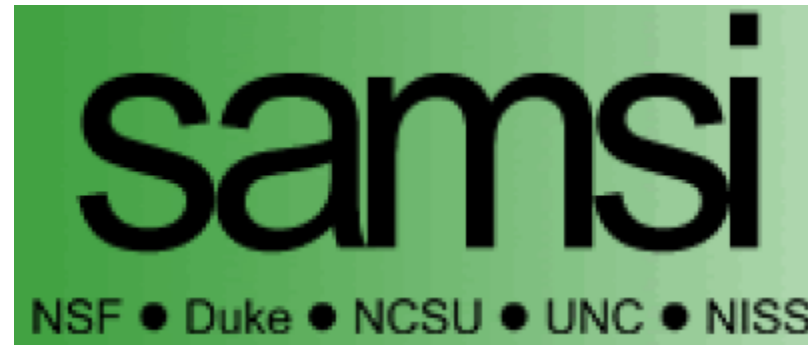
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ROLE OF THE ORGANIZING COMMITTEE

- The Organizing Committee (a.k.a. *Program Leaders Committee* or *PLC*) provides the main scientific and organizational input into a program
- The PLC works closely with the SAMSI Directorate (especially the *Directorate Liaison* for the program) and with the local organizers. The PLC typically does not itself include local faculty
- The bulk of the work is usually done in the year before the program itself takes place
- Specific jobs are described elsewhere in this presentation, but the main ones can be summarized as
 - Proposing themes and leaders for working groups
 - Proposing themes and organizers for mid-program workshops
 - Helping SAMSI to identify long-term and short-term visitors

WORKING GROUPS

- *A Working Group* is a group of researchers who meet (in most cases, weekly) to work together on some agreed upon research project
- Topics are formally decided at the Opening Workshop but usually agreed some months previously
- Typically about 10-15 active members though the formal membership could be much larger
- Membership includes senior and junior researchers (including postdocs and grad students) who need not all be resident at SAMSI (we use Webex for remote connection). Typically, we need 2 or 3 senior researchers willing to devote some time to the group to provide research leadership for the others
- Format of weekly meetings varies considerably, but the final objective is papers, grant proposals, presentations, etc.

OPENING WORKSHOP

- The first event of the program year, and critical for direction of the whole program
- Usual format: 5/6 days in August/September
 - Sunday: 4 or 5 tutorial speakers
 - Mon-Wed midday: typically 5 research sessions each 3 speakers plus one or more discussants
 - Poster session and reception Monday evening
 - Wed afternoon: Working Group formation session
 - Thurs/Fri (as needed): Initial meetings of Working Groups
- Attendance up to 150
- Research Sessions should cover main themes of Working Groups
- Role of PLC is to determine topics, tutorial speakers, research session organizers

SUMMER SCHOOL

- Optional component of a program
- Usually takes place in July or early August
- Up to 80 participants, aimed at graduate students and those who are new to the field of research
- Invited speakers expected to cover major program themes at the level of an advanced graduate course
- There could be software demos and applications involving real data, depending on the topic and availability of those kinds of materials

GRADUATE COURSES

- One or two per program, Fall and/or Spring
- Intended primarily for graduate students at local universities, who earn academic credit. Others may attend as auditors.
- One day per week, 4:30-7:00 pm. Usually include a Fall or Spring break
- Teaching by local faculty or senior visitors. Often features one primary instructor with guest lectures
- Assessment at discretion of primary instructor, but most common format is student presentations or short reports (no homeworks or exams)

Mid Program Workshops

- Up to 3-4 per program
- Usually 2.5 days, up to 50 participants, workshops held at SAMSI
- Narrower focus: intersections of WG topics, specific topics within WG topics
- Procedure: a short proposal is written by organizers and submitted to the directorate for approval (directorate liaison is useful here)

Sessions at conferences

- JSM has a 'SAMSI session', which usually features 3 speakers associated with one of the programs
- Usually participants also submit Topic contributed sessions proposals for JSM
- Open to 'SAMSI sessions' at other conferences as well

SAMSI Postdoctoral Fellows

- Up to 6 post-docs; appointed for up to 2 years
- ‘Shared postdocs’: SAMSI and 2nd yr mentor share funding over the 2 years; mentor associated with SAMSI program in the post-docs first year. (eg. NCAR and MD program)
- Other variations might be possible

Graduate Fellows

- Part of local cost-share agreements with the 3 Universities
- PhD students who are associated with the programs (usually advisors are local faculty fellows part of the program)
- Play a bigger role, along with postdocs and visitors in the Undergrad 1.5 day long workshop associated with the programs.

Sabbatical and short-term visitors

- Usually SAMSI can fund a handful of visitors on sabbatical; often these take responsibility for a course and/or mentoring a postdoc
- SAMSI also has funding for short term visitors (a few weeks to few months).
- The financial arrangements are on a case by case basis

Joint Activities with other organizations

- Other Institutes (eg. NESCent, Banff Research Center)
- SAVI program with India, possible joint conf. with ISI
- Joint workshops with other centers and labs (eg. NCAR, Oak Ridge)