

EPICS Council Charter

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June 1, 2018

Background

At the EPICS Collaboration Meeting hosted by ORNL in September 2016, an exploratory meeting was held to consider the organizational structure of the EPICS Collaboration. Representatives from APS, DLS, ESS, FRIB, ITER, LCLS, NSLS-II, and SNS met to discuss how to better provide long-term support for EPICS development efforts.

A collaborative software project like EPICS requires facilities to make multiyear commitments, investing significant resources in the form of labor and/or procurement to support ongoing development and improvements. The EPICS project has been successful, but has relied on a “best effort” basis by facilities for support. Without a structure for long term planning, development efforts are vulnerable to short term needs and budget availability of individual laboratories. The representatives at the exploratory meeting agreed that an EPICS Council be formed as described below.

Purpose of the Council

The EPICS Council is formed to optimize the use of resources available at investing facilities to ensure the ongoing viability of EPICS as the control system toolkit of choice for scientific facilities. To that end, the Council will:

- Prioritize major EPICS upgrade projects for Base and Extensions to guide resource allocation decisions at investing facilities.
- Develop a roadmap for future EPICS Core and Extensions development to facilitate planning for all EPICS sites. The roadmap will be developed using technical input from the chairs of relevant working groups (currently EPICS Core Working Group and CS-Studio Working Group).
- Provide support to control system managers in promoting EPICS development efforts to their organization leadership.
- Select semi-annual EPICS Collaboration Meeting sites and dates.
- Ensure that EPICS continues to be an open collaboration and that contributions are open-source.

Council Composition

Each EPICS facility, allocating an annual resource of 1 FTE, or more towards EPICS Core and/or Extensions development efforts (identified in the roadmap), may appoint a member to the Council.

The appointee should have authority to commit facility resources to support common EPICS development efforts.

To request appointment of a member to the council, a facility should contact the Council chairperson. The chairperson will document the resource commitment and representative of the facility and put the nomination before the full council for validation. Facilities who, in the opinion of the Council contribute the required minimum resource towards agreed priorities will maintain representation on the Council.

Council Management

The Council will meet in person once a year, ideally scheduled in conjunction with an EPICS Collaboration Meeting or similar event that many Council members would already attend. The Council will elect, by simple majority, a chairperson to serve for a period of 2 years with turnover effective May 1 of each odd year beginning 2017. The chairperson will be responsible to arrange annual Council meetings, manage Council representation and facilitate development of Council documents. Documents produced by the Council will be published on-line for use by all EPICS facilities. The chairperson will also ensure sites and dates have been committed for collaboration meetings approximately six month in advance.