

**ALMA BOARD MEETING**

**November 20-22, 2024**

**PUBLIC SUMMARY**

The ALMA Board convened at SCO, between the 20 and 22 of November 2024, with the following attendees:

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| Board Chair | Toshikazu Onishi (EA) |
| Board Vice-Chair | Linda Tacconi (EU) |
| Board Members | Joseph Pesce (NA) |
|  | Xavier Barcons (EU) |
|  | Mamoru Doi (EA) |
|  | Tony Beasley (NA) |
|  | Karin Öberg (NA) |
|  | James Di Francesco (NA) |
|  | Tom Ray (EU) |
|  | Daniel Weselka (EU) |
|  | Toru Yamada (EA) |
|  | Eduardo Ibar (CL) |
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| Board Assessors | R. Chris Smith (NA) |
|  | Andreas Kaufer (EU) |
|  | Satoru Iguchi (EA) |
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| Board Secretary | Catalina Margulis (JAO Corporate Secretary) |
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| JAO | Sean Dougherty (ALMA Director) |
|  | Norikazu Mizuno (ALMA Deputy Director for Operations) |
|  | Álvaro González (ALMA Deputy Director for Development) |
|  | John Carpenter (Observatory Scientist) |
|  | Jorge Ibsen (Head of Computing and Acting Head of Engineering) |
|  | Cristián Puentes (Head of Administration) |
|  | Sergio Martin (Head of Science Operations) |
|  | Iván López (Health, Safety and Environmental Manager) |
|  | Rafael Mena (Human Resources Manager) |
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| Executives | Adam Cohen (AUI President) |
|  | Elizabeth Humphreys (ESO ALMA Programme Manager) |
|  | Phil Jewell (NRAO ALMA Program Manager) |
|  | Misato Fukagawa (NAOJ ALMA Program Manager) |
|  | Paulina Bocaz\* (AUI/NRAO Representative in Chile) |
|  | Luis Chavarría (ESO Representative in Chile) |
|  | Teruyuki Watanabe (NAOJ Representative in Chile |
|  | Itziar De Gregorio (ESO Vice Representative in Chile) |
|  | Martin Zwaan |
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| ASAC Chair | Stefanie Milam |
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| Observers | Crystal Brogan (NA) |
|  | CF Lee (NA) |
|  | María Diaz-Trigo (EU) |
|  | Bruno Leibundgut (EU) |
|  | George Kosugi (EA) |
|  | Bunyo Hatsukade (EA) |
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| *\*Could not attend* |  |

**PUBLIC SUMMARY**

The ALMA Board held its November 2024 meeting, at the Santiago Central Office (SCO), Chile.

The Board’s Chair, Dr. Onishi, welcomed all Board members, assessors and attendees, noting especially the attendance of Adam Cohen, AUI President, the members of the ALMA Management Team, the JAO Core Management Team, the Legal Representatives in Chile for ESO and NAOJ, the ASAC Chair Stefanie Milam, and the Representative-elect in Chile for ESO, Itziar de Gregorio.

In addition to other matters during the meeting, the Board:

1. Reviewed the status of ALMA
2. Reviewed the status of Cycle 10 and 11
3. Reviewed the status of the Wideband Sensitivity Upgrade
4. Received the ASAC report from the ASAC Chair
5. Approved the ALMA OSF Correlator Room proposal phase 2
6. Approved the 2025 ALMA Budget
7. Reviewed the status of the 2025-2029 Forward Look Plan
8. Approved the Assessment of the Key Personnel’s Performance for 2024
9. Approved the 2025 Key Personnel Goals
10. Appointed 5 ASAC members
11. Approved the creation of the ALMA Board WSU Committee and its Terms of Reference
12. Approved the creation of the WSU Management Advisory Committee and its Terms of Reference
13. Designated James Di Francesco and Toshikazu Onishi, as Board Chairperson and Board Vice Chairperson, respectively, for two-year terms effective January 1, 2025.
14. Appointed/reappointed the members and Chairpersons of the Board’s sub-committees for 2025-2026.

**ALMA Overview and Cycle 10/11 update**

The Board noted the presentation given by the ALMA Director, regarding the status of ALMA, including:

* General outcome of Cycle 10, including record hours and increased high-frequency observations
* Summary of the Cycle 11 call for proposal process
* Main risks in Cycle 11 and CY2025:
  + Power generation
  + Cyber security
  + Obsolescence and aging of systems
  + Redirection of operations staff to WSU-related tasks
  + Budgetary risks, especially related to prevailing macro-economic factors
* Other JAO considerations, regarding Human Resources, Health, Safety & Environment, and Education and Public Outreach – related matters.

The Board noted the Cycle 10/11 update presentation given by the Deputy Director of Operations, including:

* Key achievements and operational highlights in Cycle 10
* New capabilities available in Cycle 11
* Obsolescence challenges and mitigation strategies

**Scientific Matters**

The Board noted the presentations given by the Observatory Scientist, the Chair of the ASAC, and the Chair of the Board’s Science Committee regarding:

* The outstanding scientific results since the April 2024 Board Meeting
* Cycle 11 proposal process
  + Number of submitted proposals in Cycle 11, consistent with those submitted in Cycle 10
  + Oversubscription rate on the 12-m Array
  + Joint Proposals
  + Prioritization of Band 9 and 10 projects regardless of grade
  + Improvements implemented for the review process
  + Ongoing challenges with the review process
  + Policy needed on the use of Generative Artificial Intelligence
  + Proposed change to the Director’s Discretionary Time Proposals (DDT) proprietary period. The Board agreed that the ALMA DDT proposals will have no proprietary period by default and that users may request and justify having a proprietary period with such requests to be approved by the ALMA Director only under exceptional circumstances.
* JAO actions on the Science Committee’s response to the March 2024 ASAC Report
* Assessment of the performance of ALMA scientific capabilities
* Recommendation of ways to maximize ALMA’s scientific impact.

After deliberation of the range of science expertise and other requirements, the Board approved the appointment or reappointment of the following five members to the ASAC:

* NA: Stefanie Milam for a 1-year term starting January 1, 2025 until December 31, 2025.
* EA: Hideo Sagawa for a 3-year term, starting January 1, 2025 until December 31, 2027.
* EU: Anaëlle Maury and Arnaud Belloche for a 3-year term,starting January 1, 2025 until December 31, 2027.
* CL: Neil Nagar, starting January 1, 2025.

**Development Matters**

The Board noted the presentation given by the Deputy Director of Development, regarding the Status of the Wideband Sensitivity Upgrade (WSU), including:

* Summary of highlights in the last months
* Updated schedule for planning phase
* Outcome of the Delta System Requirement Review and Initial Program Plan Review
* Progress of Development Projects
* Status of the WSU Cost Review
* NA, EU and EA Development updates.

**Financial Matters**

The ALMA Board noted the report of the ALMA Budget Committee on the 2024 budget execution and financial results and projections to the end of the year.

The Board discussed the risks and challenges ahead for the 2025 budget.

Also, subject to the FY2025 budget appropriation process in the USA and Japan and the approval by ESO Council, the Board approved the proposed 2025 ALMA Operations Budget.

Finally, the Board noted the status of the Forward Look Plan for 2025-2029.