

# **ORNL Neutron Scattering Science Review Committee Member Roles and Responsibilities Description Transition from Two-Step to One-Step Panel Process**

Members review proposals and serve in a role analogous to an editor at a peer-reviewed science journal to establish and preserve the integrity of the proposal selection process.

## **Qualifications**

1. Recognized as an expert in one or more science areas and has successfully employed neutron and/or x-ray scattering technique(s).
2. Not a member of the Oak Ridge National Laboratory staff.

## **Duties**

1. Submits reviews for fewer than 15 proposals for a defined area of science within an instrument group.
2. Acts as “adjudicator” for the proposals reviewed to evaluate review results.
  - a. Are the reviews consistent (are some artificially low or high)?
  - b. Are the reviews fair (numeric evaluations complete enough to rank)?
3. Provides comments that may be shared with PIs where ranking deviates from the review results and when comments may assist PIs in preparing future proposals.
4. Ranks proposals based on scientific merit, forming the basis upon which beam time will be allocated.
5. Recommends number of beam days for experiments.
6. Participates in a meeting where all members discuss the results of their subcommittee in the context of others.
7. Provides feedback to division management on the quality of the proposals, effectiveness of the review process, and related topics.
8. Reviews Director’s Discretionary proposals for scientific merit and impact.

## **Term of Service**

Guideline: 3 years (6 proposal cycles)