

**NSSA Executive Committee
Conference Call Minutes, 6/13/2011**

Chris Leighton (Secretary), 6/13/2011

Present: Jaime Fernandez-Baca (JFB)
Julie Borchers (JB)
Chris Leighton (CL)
Thomas Proffen (TP)
Tonya Kuhl (TK)
Bruce Gaulin (BG)
John Tranquada (JT)
Norm Wagner (NW)

Absent: Flora Meilleur (FM)

Agenda:

1. Approval of minutes from 4/2/2011 (BG/CL).
2. Set date for next conf. call (BG/CL).
3. Plan for NSSA website (All).
4. Neutron News for NSSA members (BG/CL).
5. NSSA Student Prizes (BG).
6. Advocacy efforts (contacts to potential candidates for DC visits) (TK).
7. Conference booths (JFB/All).
8. ACNS 2012 progress (JB).
9. ACNS 2012 program chairs (CL).
10. AOB.

Discussion Minutes (by agenda item number):

1. Approval of minutes

After the committee examined the minutes BG moved to accept them, seconded by CL. All in favor; minutes from 4/2/2011 approved.

2. Date for next conference call

The committee agreed to Monday July 11th at noon (central), which was subsequently revised to 1pm (central).

3. Plan for NSSA website

After BG opened the discussion, CL reminded the committee that the intention was an open discussion of what is required for improvement of the NSSA website. TP posed the general question of what is missing from the current website. BG reiterated that the prior idea to have beamtime deadlines (for the various facilities) posted on the website was a good one. TP agreed that links to the facilities and such deadlines should certainly be added. JB mentioned that the various summer schools should also be included. The issue of how we address the topic of neutron advocacy was raised by BG. The possibility of getting help from the various facilities on this issue was discussed at some length. TK forwarded information from earlier advocacy efforts to the executive committee. It was pointed out by JFB that this is clearly related to the issue of booth designs for conferences; the same information should be used. A lengthy discussion of the role of NSSA in advocacy, weighing such issues as target audience, what exactly is to be promoted, and the inability of facility personnel to take place in certain activities, took place (BG/JT/JFB).

Some discussion of the possibility of using NSSA funds to help address the website outreach issue took place between BG, JFB and TP. JT confirmed that this was acceptable use of NSSA funds. JT discussed the challenge in such an endeavor, which is the effective communication of the scientific content to the “consultant”. BG and TP suggested the idea of hiring a senior graduate student or postdoc as such a consultant, which met with agreement from several of the executive committee. TK remarked that the facilities collate highlights of recently completed high profile science projects and they could be used on the website or at least linked to. TP and JFB pointed out that this is useful for education of the scientific community but that the approach should be broader, and should include outreach to the general public.

The committee concluded, at the suggestion of TP and BG, to send TP a short summary of our goals for improvement of the website, with some prioritizing of the items. These will be discussed at the next conference call.

9. ACNS 2012 program chairs (discussed out of order)

CL reported the results of the informal poll on the potential candidates for ACNS 2012 program chair in the “hard” and “soft” matter categories. –REMOVED–

NW left the conference call at this juncture.

6. Advocacy efforts (discussed out of order)

TK reported that she had gathered materials from her previous advocacy efforts in 2007, in addition to contacting Alan Hurd with respect to working with the MRS on this front. TK's recommendation is to partner with MRS, ACS and perhaps APS. Hurd confirmed that the MRS government affairs group would be willing to help, but that the exact goals and purposes must be made clear from the start. The need for this clear goal was reiterated

by TK and BG. TK pointed out that in her prior advocacy effort the urge to support the America Competes Act had filled this role. JB suggested that support for the President's Budget for 2012 could be an appropriate goal at this time. TK pointed out that the MRS had been very helpful in defining these goals previously. She agreed to pursue this further with Hurd and the MRS.

At the suggestion of CL some further discussion was also given to the list of candidates discussed for potential DC visits. The need to reduce to a number of order 2 or 3 was discussed by TK and BG and it was resolved that TK would contact Despina Louca. CL already contacted Frank Bates.

7. Conference booths

This item was discussed under (3). JFB had nothing further to report.

8. ACNS 2012 update

JB informed us that the date of Sunday June 24th was confirmed and that she was waiting for further action from Pat Hastings of MRS in terms of additional negotiations with the conference venue.

TP and JFB left the call at this juncture.

4. Neutron News for NSSA members (discussed out of order)

CL mentioned that he added this to the agenda as it was an outstanding issue from the previous regime. After some brief discussion BG agreed to send CL the contact details such that CL could pursue this.

5. NSSA student prizes

BG reported that he was still working on this but that it must be finalized by September, including the decisions on the prize committee(s).

10. AOB

Nothing further was discussed.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting

1	All	Send a summary of ideas for website content to TP	06/11	3
2	CL (BG will provide contact details)	Talk to Neutron News about a deal with them to have Neutron News for free, or at a reduced rate, for our membership.	06/11	4
3	All	Review BGs proposal for the NSSA student prizes	10/09	5
4	BG	Follow up with facilities with respect to them adding a NSSA checkbox to their proposal submission forms. The checkbox would trigger information about NSSA being sent to the proposer.	9/09	-
5	JFB & TP	JFB will manually start making changes to the membership database to either delete or correct information there. TP will provide the necessary instructions on how to do this.	11/10	-
6	JT	Addressing the issue of signing authority for the NSSA checking and savings accounts.	1/11	-
7	TK	Advocacy efforts. TK will contact potential candidates for DC visits and continue discussions with Al Hurd / MRS	6/11	6
8	BG	Additional discussion of conference booths, proposed scope	3/11	-
9	JB	ACNS 2012 progress / MRS negotiations with meeting site	6/11	7
10	BG	Approach XXXXX and XXXXX re ACNS program chairing	6/11	8