

**NSSA Executive Committee  
Conference Call Minutes, 10/17/2011**

**Chris Leighton (Secretary), 10/18/2011**

**Present:** Julie Borchers (JB)  
Chris Leighton (CL)  
Bruce Gaulin (BG)  
John Tranquada (JT)  
Tonya Kuhl (TK)

**Absent:** Jaime Fernandez-Baca (JFB)  
Thomas Proffen (TP)  
Flora Meilleur (FM)  
Norm Wagner (NW)

**Agenda:**

1. Approval of minutes from 9/20/2011 (BG/CL).
2. Set date for next conf. call (BG/CL).
3. Website "information" updates / hiring a grad student (TP/BG).
4. Membership list updates (JFB/CL).
5. DC advocacy visit/material development (TK).
6. Prize selection committee confirmation (BG/All).
7. Call for prize nominations (All).
8. ACNS 2012 update (JB).
9. AOB.

**Discussion Minutes (by agenda item number):**

**1. Approval of minutes**

After the committee examined the minutes JT moved to accept them, seconded by CL. All in favor; minutes from 9/20/2011 approved.

**2. Date for next conference call**

The committee agreed to Monday November 7th at 1:15 pm (central). CL will send an email reminder on 11/5/11.

**3. Plan for NSSA website**

TP reported to CL by email that all improvements have been made with the exception of the information regarding prize nominations and the new student prize. BG, along with

other committee members, is still considering the option regarding hiring a grad student for web material development.

#### **4. Membership list updates**

JFB is actively working on this. CL will contact Neutron News with an updated list as soon as it is available.

#### **5. DC advocacy visit / material development**

BG commented that he had received a communications plan from SNS and will circulate it. BG is now on the advocacy committee at MRS. TK summarized the most recent conference call with the MRS contacts. The preliminary conclusion seems to be that MRS are supportive but that the materials development will need to be done by NSSA. Several committee members commented that OSTP visits are still a good approach (independently), and that SNS/ORNL may provide more support in the near future. TK and JB discussed that the open issue is guidance on who to visit, and what the current issues are, re relevant bills, proposals, etc. JT commented on recent APS involvement. JB, TK and JT discussed the issue of what facilities are allowed, and not allowed to do in this capacity. JB raised the issue that a very relevant strategy would be support for the President's budget. All were in agreement that this is topical and timely. BG urged the committee to move forward with this, even if just the OSTP visit is on the agenda. JT emphasized the importance of breadth in the appeal, citing impact on industry, economy, etc., and reiterated the need for a small number of good examples. TK pointed out that some statistics would be helpful and JB pledged to provide whatever is needed from the NIST perspective. The exec comm agreed to run the materials by Dimeo, Rhyne and Hurd for feedback. TK agreed to take the lead on material development, assisted by the rest of the committee.

#### **6. Prize selection committee confirmation**

BG reported that all 3 chairs have confirmed (Glyde, Louca, Belanger). For the student prize all have accepted bar one, and BG will contact this individual by phone. For the Shull prize all have been contacted. For the Sustained Research and Science Prizes BG will send requests today.

#### **7. Call for prize nominations**

BG reviewed that this should go out in October, with a deadline of early December, such that the committees can make a decision by the end of January. It was discussed that TP should place the info on the website and that JFB should email the members with the solicitation. CL agreed to contact TP and JFB with this request.

## 8. ACNS 2012 update

JB reviewed the sorting categories suggested by Balsara and Rosenkranz and the corrections that the exec comm suggested by email. These will be forwarded by email to the program chairs. Revised sub-committees were also discussed. Balsara and Rosenkranz have suggested Paul Butler at NIST for a tutorial on new SANS techniques and JB is pursuing appropriate co-workers, perhaps at NIST. BG mentioned the importance of having Canadian representation on the sub-committees which was agreed upon. Several names were suggested and a list of alternates (likely needed) was assembled. JB reported that the ACNS 2012 website is live but with fairly limited content. Significant discussion by all committee members was devoted to the issue of student housing. The up-front cost to NSSA for 100 students is \$18,747.50. The method of reimbursement was discussed with JT. The exec comm agreed that this should go to a vote when quorate. The MOU with MRS was also discussed at some length due to a change in the pricing scheme from ACNS 2010. BG, JT, TK and JB discussed this issue mentioning the loss from ACNS 2010, that this is essentially the only revenue source for NSSA, the value of the MRS involvement, and the agreement to a 50/50 split of any potential losses. The main difference in pricing structure is that the first 4% of profit (budgeted for) goes to MRS by default. The exec comm concluded that this pricing structure is agreeable to NSSA and BG pledged to sign the MOU. Finally, JB also raised the idea of a possible prize for instrumentation/user support/sample environment type work, with no monetary prize but a plaque and recognition from the NSSA. JT suggested terming this an “award” cf. a “prize” and those present unanimously agreed this was a promising idea.

## 9. AOB

None raised.

### Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	BG/TP	Pursue the hiring of a grad student as a consultant for outreach content development for website	07/11	3
2	JFB/TP/CL	Updates to membership lists, forwarding to Neutron News	09/20	4
3	TK/BG (input from all)	Advocacy efforts – DC visit and material development	09/20	5
4	BG	Follow up with facilities with respect to them adding a NSSA checkbox to their proposal submission forms. The checkbox	9/09	-

		would trigger information about NSSA being sent to the proposer.		
5	JT	Addressing the issue of signing authority for the NSSA checking and savings accounts.	1/11	-
6	BG	Confirmation of prize selection committees	9/20	6
7	JFB/BG (CL will relay)	Call for nominations email and website update	9/20	7
8	BG	Additional discussion of conference booths, proposed scope	3/11	-
9	JB/CL	ACNS 2012 progress	9/20	8