

**NSSA Executive Committee**

**Minutes of the conference phone call 4:00pm ET, 7/19/07**

**(action items in red)**

**Present on the conference call:**

Roger Pynn (RP)

Angus Wilkinson (AW)

Shenda Baker (SB)

Simon Billinge (SJB)

John Root (JR)

Brent Fultz (BF)

**Missing:**

Suzanne te Velthuis (StV)

Greg Smith (GS)

**Agenda**

**1) Approval of minutes of 4/30/07 teleconference call**

**2) Review of action items from last minutes**

**3) Call for NSSA prizes & Fellows nominations**

**4) ACNS 08**

(a) a summary of ACNS activities from anyone involved,

(b) discussion of the question of whether award winners from previous

ACNS should be allowed an invited talk in the following one.

**5) ICNS09 -- Int Adv Comm**

**6) web site**

**7) AOB**

**8) Set date for next call**

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**Discussions**

**1) Approval of minutes of 4/30/07 teleconference call**

We could only find the minutes from the 4/02/07 call so we reapproved those. Since SJB has now found Greg's minutes from 4/30/07, he will forward them to the committee for a email vote.

**2) Review of action items from last minutes**

- Again, we reviewed the items from the 4/2/07 call and tried to extrapolate ahead with reasonable success. Here I am taking the actual action items from 4/30/07 call and trying to address them based on the conversations:

1. Angus will contact Conferon and find out if they can reuse some of the website, etc. developed for the last ACNS meeting.

- a. Angus got a quote from Conferon. He hasn't seen the details but the bottom line is \$\$\$\$ to handle all the web and registrations. They thought it was more, but Angus thought it was less, than we paid last time
  - b. We are in discussion with MRS to use their web-registration facilities but don't have a quote yet. The consensus was that we should use MRS to bring the institutions closer, provided the cost/services are comparable to Conferon.
2. SJB as chair of the next ACNS will oversee the grant applications in the October time frame.
    - a. Simon will form a sub-group to discuss strategy. We need to write proposals to DOE, NSF and NIST and they must not have overlapping scope. **SJB will choose the committee and get this going by end of August.** but it will be a sub-set of the excomm including Angus and Roger, plus input from the program committee chairs, plus input from former officers involved in this process (Rob Briber), with possibly others being strong-armed later at writing time.
  3. Website: RP will contact the member from RPI who wanted to help.
    - a. RP contacted SJB who contacted Dr. Liu. More on the website below.

### **3) Call for NSSA prizes & Fellows nominations**

Based on timetables from previous excomm discussions, from the previous prize committee, from StV, and based on discussions in the committee, a timetable for the prizes and fellows process was proposed, as follows:

- 1) July 2007: ExecCom appoints selection committee members (3 committees: Shull, Sustained/Science, and Fellows)
- 2) Aug 2007: Send out call for nominations for prizes and fellows
- 3) September 30th 2007: Deadline for nominations for prizes and fellows
- 4) November 30th 2007: Prize/fellow selection process completed. Announce prize winners and new fellows in December.

To get moving with item (1) **the committee requested StV to find and circulate to the Excomm lists of**

1. **Previous prize winners**
2. **Fellows**
3. **Prize committee members**
4. **Fellows committee members**

**Also any other useful documents such as the wording from previous calls and any criteria that are used in the selection of committee members. Rather than wait for the next call at the end of August, the prize committees will be finalized by an email process by replacing ~1/2 of the members with new members, which may include previous prize winners and fellows.**

### **4) ACNS 08**

**(a) a summary of ACNS activities from anyone involved,**

Things are going smoothly. The main discussion was about the use of Conferon vs. MRS, but this was left in the capable hands of Thomas Proffen and Angus, with input from Simon and Roger. The general consensus was that we should use MRS if the cost

and services are competitive. The program committee chairs are Dan Neumann and Lee Magid. They have started the process of forming the program committee.

**(b) discussion of the question of whether award winners from previous ACNS should be allowed an invited talk in the following one.**

There was no strong feeling on this. SJB felt that a prize-winner one year should not have an invited talk in the next ACNS and the committee agreed to go with this ruling for the upcoming ACNS.

**5) ICNS09 -- Int Adv Comm**

This activity is not yet closed, but RP will take charge of converging this task.

**6) web site**

SJB convened the web committee, but has been too busy to take it further. This crunch will continue in the intermediate term and so there were discussions about how the web project should be moved forward. It was decided to request Dr Liu from RPI to take a nominal lead on moving the committee forward, with input from RP and SJB. **SJB will call her and ask if she is willing.** There was discussion about what the web page should be. RP indicated that facilities with much greater resources will be doing web-developments so the NSSA web-site shouldn't replicate that, but do the things that other web-sites don't do. Some ideas were that it should be a clearing house for neutron information on the web, and a portal. It needs functions for the neutron community, facilitating lobbying, and in outreach, for example, as a neutron news source. Brent mentioned that some development and possibly hosting of the web-site could be done using Caltech resources.

**7) AOB**

None

**8) Set date for next call**

8/28/07, 4pm ET

**Respectfully submitted, Simon Billinge, 7/19/07.**