

NSSA Executive Committee
Minutes of the conference phone call 2:00pm EST, 07/16/08
(action items in red)

Present on the conference call:

Roger Pynn (RP)
Suzanne te Velthuis (StV)
Greg Smith (GS)
John Root (JR)
Angus Wilkinson (AW)

Missing:

Simon Billinge (SJB)
Shenda Baker (SB)
Brent Fultz (BF)

Agenda

- 1) Approval of minutes of 06/16/2008 teleconference call.**
- 2) Review of action items from last minutes**
- 3) ICNS09**
- 4) Interactions with NIST User Group (NUG)**
- 5) NSSA officer elections**
 - a) Constitutional changes**
 - b) Selection Committee**
- 6) AOB**
- 7) Set date for next call**

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Discussions

1) Approval of minutes of 06/16/2008 teleconference call

The minutes of the 06/16/2008 teleconference call are approved.

2) Review of action items from last minutes

2a) Previous item 2a (Nomination package resubmission): StV has received the Fellows Nomination packages from Jim Rhyne, but did not hear back from Bruce Gaulin about the Shull prize nomination packages. **She will contact him again.**

2b) Previous item 3(ACNS10) The Canadians are preparing the proposal for hosting ACNS10.

2c) Previous item 4a) (Facilities report) RP wrote to H. Glyde about our concerns with the report. Glyde responded and made some amendments.

2d) Previous item 4b) (Education report) No one on the ExecCom voiced concerns.

2e) Previous item 5) (Child care grant for ACNS meetings) Outstanding item. **StV will contact Jim Rhyne about having the program outlined in a permanent part of our website, just like the travel awards.**

2f) AW received the copies of NSSA's Letters of Incorporation and Bylaws that had been filed with the IRS.

3) ICNS09

-GS reports that the roles and responsibilities for ICNS'09 have been defined and written down.

- NSSA will be the sponsoring organization.
- MRS will be used.
- A memorandum of understanding (MOU) will be written between MRS and NSSA.
- The IPAC will give advice on the general program, topics, committee members, local organizing committee.
- SJB and GS will co-chair the meeting.
- There is a draft MOU and budget from MRS. It specifies that the first \$\$\$\$ profit is for NSSA. Anything beyond \$\$\$\$ is split between NSSA and MRS. **GS will send budget to AW for input and then to the ExecCom.**
- MRS was proposing to publish a proceedings book. The ExecCom prefers Physica B (the refereed journal used in the past) above a MRS proceedings book, but another refereed journal could also be looked into. GS will look further into this issue, taking the past ICNS's into account.
- As SJB liked having two program committee co-chairs for the ACNS08, they are considering having 3 co-chairs (hard condensed matter, soft condensed matter, instrumentation) for the ICNS, assuming they can find the right people who can work well together.
- Expecting 750-1000 attendees.

4) Interactions with NIST User Group (NUG)

The NIST User group (NUG) has requested a closer interaction between NSSA and NUG.

RP will draft email to the chairs of all the user groups (LUG, NUG, SHUG, CINS) saying we discussed the links between the NSSA and user groups and suggests the following:

- The chairs of the user groups receive the minutes from our conference calls.
- We would invite the chairs to join us on a call every 6 months.
- The chairs can suggest agenda items and for which we would invite them to participate in the discussion.

5) NSSA officer elections

a) Constitutional changes

RP will put together a proposal in layman terms describing the desired changes. Once the ExecCom has agrees, AW will ask our lawyer to incorporate them into our Bylaws. AW will act as the contact on this issue.

b) Selection Committee

RP, GS and StV will be the selection committee.

6) AOB

- Endorsement of Reports

- a) Facilities report: **NSSA decides to endorsed this report.**

b) Educational report: **StV had some minor concerns from browsing through the report, and will forward them in more detail to RP. NSSA decides to endorsed this report.**

7) Set date for next call

Tuesday August 12th, 4pm EST.

Respectfully submitted, Suzanne te Velthuis, 08/11/08.