

**NSSA Executive Committee
Conference Call Minutes, 9/11/13**

Chris Leighton (Secretary), 9/15/13

Present: Julie Borchers (JB)
Chris Leighton (CL)
Stephan Rosenkranz (SR)
Norm Wagner (NW)
Tonya Kuhl (TK)
John Tranquada (JT)
Chris Wiebe (CW)
Mark Lumsden (ML)

Absent: Mike Crawford (MC)
Bruce Gaulin (BG)
Ron Jones (RJ)

Agenda:

1. Adoption of minutes from 8/7/2013 (CL/All).
2. Date for next conference call (SR/All).
3. Neutron News distribution issue (ML/RJ).
4. Advocacy efforts: DOE letters (Murphy/Dehmer/Apps. Comm.) (SR/BG/JT/JFB).
5. Advocacy efforts: Website expansion/highlight repository/grad student hiring (ML/All).
6. Advocacy efforts: LANSCE user program/sample handling (SR/All).
7. Finances/tax reporting issues (MC)
8. ICNS "debriefing" (ML/NW).
9. Email distribution lists / Linked In (RJ).
10. ACNS 2014: Progress (JB), program chair invitations (JB), support from ORNL (JB), DOE (CL/SR/JB), LANSCE (SR).
11. Plans for NSSA prizes, awards and fellows. Selection of committees (SR/All).
- 12 Travel support for other meetings (MC).
13. AOB

Discussion Minutes (by agenda item number):

1. Approval of minutes

The minutes from 8/7/13 were adopted with no corrections and no objections.

2. Date for next conference call

After some discussion **Thursday Oct 10th at 11 am (central)** was agreed upon.

3. Neutron News distribution issue

Not discussed due to the absence of RJ.

4. Advocacy efforts. DOE letters (Murphy / Dehmer / Appropriations Committee)

SR circulated a draft letter to the members of the executive committee by email. This will be sent out after review by the committee.

5. Advocacy efforts: Website expansion / highlight repository / grad student hiring

ML reported on his discussion with the company currently hosting our website on possible improvements, including a highlights section. He also reported an issue occurring with the website which was preventing valid log-ins. The latter was apparently due to a transfer to a new server system which has now been rectified. A quote was obtained for the required improvements, along with the ability to maintain a "listserv" for facile email communication with our membership. The monthly charge for such a service is only \$15, an option that received enthusiastic support from several committee members. After ML's full description of the quoted services, the committee voted unanimously to approve this \$2350 expense, in addition to the recurring monthly charge of \$15 for the listserv. ML agreed to work with MayeCreate and MC to continue the work.

6. Advocacy efforts. LANSCE user program/sample handling

No new input was available from the committee.

7. Finances/tax reporting issues

This item was sidelined until the next call due to the absence of MC. JT and ML did however confirm that the required tax filing had been completed by the relevant deadline.

8. ICNS debriefing

ML and CW relayed to the committee that ICNS appeared to be a distinct success although several attendees noted the weak US attendance in comparison to Asia and Australia for instance. The Presidents Meeting of the various neutron scattering societies went well. One issue that arose was the idea that NSSA should include South America in its operations and membership. After some discussion, SR resolved to take this item under consideration in the future, particularly if approached by any current or prospective South/Central American members.

9. Email distribution lists / Linked In

Not discussed due to the absence of RJ. See note above under item 5.

10. ACNS 2014: Progress, program chair invitations, support

JB informed the committee that the two programming chairs are now in place. They are to be Mike Kent and Patrick Woodward. JB pointed out the strengths of this combination in Chemistry and Biology, but noted that expertise in soft matter and traditional areas of neutron scattering in hard materials (e.g. excitations) should be well covered by the program committee. It was reported that XXXX viewed the offer to serve as program chair favorably but declined due to other issues. JB noted that monthly planning calls for the ACNS will start-up shortly.

The funding support situation was summarized as; NIST have committed to \$25k, ORNL to \$60k (although the possibility of more is being pursued), and the LANSCE situation is not yet clear. SR plans to connect with Bourke to clarify the latter. With regard to DOE, a reversal of the original suggestion has taken place, with Thiyaga now encouraging a proposal on a relatively short timeframe. CL forwarded the proposal from last time to JB, along with additional items such as figures and reports, which may also be of use. JT agreed to help with the finalization of the proposal and the submission. CL, JT and JB discussed the mechanism for the submission, and the role of MRS. For this proposal, a 1-2 month timeframe was discussed. For the NIST proposal, NW agreed to provide help. The situation with regard to the limit on travel support from DOE was also discussed and clarified. The \$500k maximum was reported to include the support discussed above, but not expenditure from universities on DOE grants. SR, TK, JT and ML discussed this in some detail, reflecting in particular on the anticipated low costs for ORNL attendees in Knoxville.

Finally, JB noted that MRS will shortly send out “save the date” announcements.

11. Plans for NSSA prizes, awards and fellows. Selection of committees.

SR reviewed the overall process and made some suggestions for committee chairs as follows: Shull – XXXX, Sustained Research/Science – XXXX, Outstanding Student – XXXX, Fellowships – XXXX. SR also named a number of additional suggestions to populate these committees, while JB noted the typical procedure of inviting last years’ recipients (XXXX) to also serve on the relevant committee. SR agreed to create a draft list of committee member suggestions for circulation. CL reminded SR about the need for a reminder of the roll-over rule change for the upcoming solicitation. It was noted that the schedule last time had a solicitation out in October/November for a December deadline and January announcements.

12. Travel support for other meetings

This item was not discussed due to the absence of MC.

13. AOB

None raised.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	ML/RJ	Neutron News distribution issue	1/13	3
2	SR/BG/JT/JFB	Advocacy: DOE letters (Murphy/Dehmer/Appropriations Committees), plus May.	9/12	4
3	ML	Advocacy: Website expansion/highlight repository. Potential hiring of grad student support.	3/13	5
4	SR/All	Advocacy: LANSCE user program	1/13	-
5	MC	Finances/tax reporting issues	5/13	6
6	SR	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 Renewed 4/12	-
7	RJ	Email distribution lists / Linked In network (CL - merge with above?)	2/13	7
8	JB/SR	ACNS 2014: Progress; Support from NIST (NW), ORNL (JB/SR), LANSCE (SR), DOE (JT/JB).	4/13	8
9	SR/CL/All	Plans for NSSA prizes: Draft of selection committees (SR/All), solicitations.	7/13	9
10	MC	Travel support for other meetings.	7/13	10