

**NSSA Executive Committee
Conference Call Minutes, 4/2/2011**

Chris Leighton (Secretary), 4/2/2011

Present: Jaime Fernandez-Baca (JFB)
Julie Borchers (JB)
Chris Leighton (CL)
Thomas Proffen (TP)
Tonya Kuhl (TK)

Absent: Bruce Gaulin (BG)
John Tranquada (JT)
Flora Meilleur (FM)
Norm Wagner (NW)

Agenda:

1. Approval of minutes from 3/28/2011 (BG/CL).
2. Set date for next call (BG/CL).
3. NSSA website progress and update (TP).
4. NSSA "boxes" / Roger Pynn (CL).
5. Proposal for NSSA student prizes (BG).
6. NSSAs role in advocacy (BG).
7. Conference booths (related to 6) (JFB/BG).
8. ACNS 2012 progress (JB).
9. Potential program chairs for ACNS 2012 (All).
10. AOB.

Discussion Minutes (by agenda item number):

Due to the unexpected absence of BG, only selected agenda items were discussed. In some cases they were discussed out of order.

3. Website progress

TP confirmed that the issue with the NSSA website domain name has been resolved and the requisite fees have been paid for 5 years. A brief discussion of the plans for the website took place and it was concluded that TP should receive guidance on the general approach, i.e. exactly what role the website is intended to take, and what, as a consequence, should be displayed there. The committee resolved to revisit this when fully quorate.

4. NSSA “boxes”

CL reported that he met with Roger Pynn at Indiana University and confirmed (a) that he does indeed have the box containing some historical NSSA documents, and (b) that there is unlikely to be anything of value in it. Roger nevertheless agreed to mail the box to BG. CL resolved to remove this item from the “legacy issues” listed in the Exec. Comm. action items table.

8. ACNS 2012 update

JB reported on a visit, with Mark Green (NIST) to the Georgetown campus and potential meeting site. The comments made were generally very positive about the meeting space, its suitability for our needs, and the size of the space. It was discussed that the next step, i.e. inclusion of Pat Hastings (MRS) in the negotiations, had already been started. Pat has remarked that some of the space charges appear excessive and these will be discussed. MG was reported to have met with Pat during the MRS meeting in San Francisco. The end of June / early July is still being taken as the relevant time frame, although the Georgetown staff confirmed they did have some existing bookings in this time period.

The Exec Comm also discussed potential candidates for ACNS 2012 program chairs. JB relayed three suggestions from MG; XXXX. The suggestion of XXXX resonated with several of the Exec. Comm., JFB and CL in particular noted that they felt he was a good choice. Appeal to a broad community, and expertise across several areas of hard matter/structure/magnetism was noted. The committee resolved that CL would email a list of proposed names to the Exec. Comm, soliciting input and alternative suggestions. TK suggested XXXXX as potential soft matter candidates.

The issue of hotel rates and spill-over accommodation was also discussed (lead by JB). The usual problems with meeting the room block requirements in the presence of cheaper accommodation was discussed. JB pointed out that cheaper hotels (\$150 cf. \$179) are available but at a significant walking distance from the proposed meeting site. Several members of the committee pointed out that the conference website can point out that it is important to use the conference hotel for the financial well-being of the conference. TP pointed out that this can be made a requirement for any invited speakers that receive travel support.

6. Advocacy

JB reported on the conclusions from a conference call between BG, JB, and the directors of several neutron facilities (Anderson, Rhyne, DiMeo, Hurd, *et al*). General points that emerged from the discussion; Overall goals of the advocacy effort, who to target, the over-riding message, engagement with other groups, collaboration with synchrotron sources (or the avoidance of it), relevant agencies/departments/offices (NSF, DoE, OSTP, congress), SNS upgrades and the second target station, timing (e.g. with respect to

announcement of budgets), visiting congressmen in our own districts, preparation of suitable literature, etc. JB reported that Rob Dimeo had provided a contact at OSTP who had agreed to arrange a visit with NSSA. The need for a timely response was discussed. Names of several candidates for a group of visitors for such an effort were discussed, including XXXXX. TK agreed to spearhead the effort and represent the NSSA, with some additional volunteers. TK suggested 3 or 4 people as the ideal number, based on prior experience. TK added Tom Russell's name to the discussion. The potential role played by MRS/APS and possible ACS was raised and discussed. It was resolved that TK would contact the individuals discussed above, while CL will contact Bates. TK also agreed to look up old literature on this topic from prior visits.

1. Approval of minutes

CL moved to approve the minutes from 3/28/2011, JB seconded. All in agreement; minutes approved.

10. AOB

Other items were not discussed due to the limited number of participants in the conference call.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	TP	Plan for NSSA website – requires Exec. Comm. discussion	04/10	1
2	BG/CL	Talk to Neutron News about a deal with them to have Neutron News for free for our membership or at a reduced rate.	7/09	2
3	All	Review BGs proposal for the NSSA student prizes	10/09	3
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	11/10	-

		database to either delete or correct information there. TP will provide the necessary instructions on how to do this.		
6	JT	Addressing the issue of signing authority for the NSSA checking and savings accounts.	1/11	-
7	TK/BG	Advocacy efforts. TK will contact potential candidates for DC visits	4/11	4
8	BG	Additional discussion of conference booths, proposed scope	3/11	5
9	JB	ACNS 2012 progress / MRS negotiations with meeting site	3/11	6
10	All	Discussion of potential program chairs for ACNS 2012. CL will circulate a list of candidates and solicit input from the committee.	4/11	7