

**NSSA Executive Committee
Conference Call Minutes, 5/9/12**

Chris Leighton (Secretary), 5/14/2012

Present: Julie Borchers (JB)
Chris Leighton (CL)
Bruce Gaulin (BG)
John Tranquada (JT)
Norm Wagner (NW)
Jaime Fernandez-Baca (JFB)

Absent: Tonya Kuhl (TK)
Flora Meilleur (FM)
Thomas Proffen (TP)

Agenda:

1. Approval of minutes from 4/10/2012 (All).
2. Set date for next conf. call (BG/CL).
3. ACNS 2012 progress (JB).
4. Certificates/plaques/trophy for ACNS (JFB).
5. Prizes: Emails of thanks to nominators (BG/TP/CL)
6. NSSA insurance update (NW).
7. ICNS 2013 booth/co-sponsorship (TP).
8. AOB.

Discussion Minutes (by agenda item number):

1. Approval of minutes

After the committee examined the minutes BG moved to accept them, seconded by CL. All in favor; minutes from 4/10/2012 approved.

2. Date for next conference call

The committee agreed to Tuesday May 29th at 12:00 noon (central). CL will send an email reminder on Monday May 28th.

3. ACNS 2012 progress

JB provided a brief progress report to the Exec. Comm.. She reported that there are currently 320 abstract submissions. Registration is open, student/post-doc funding is being distributed, and the full program is expected to be available online in a week or so. It was mentioned that some photos from the website could be used for the ACNS site,

but that the resolution is insufficient. JB pledged to work with MRS and the award winners to obtain higher resolution versions. The committee was informed that Sunhil Sinha was unable to give the after-banquet speech but that Bob Shull had agreed to do so. JFB enquired about presentations and user meetings from the various scattering facilities. JB reported that offers had been made but that most of the facilities had decided not to do so, but instead to focus on their exhibit booths. LANSCE have apparently not yet made a decision on this. CL pointed out that the DOE proposal for ACNS 2012 support specifically mentioned that the possibility to hold user meetings would be offered to the facilities. JB confirmed that this had been done.

Details of the program were also discussed and JB pointed out that the plenaries and invited speaker list look very strong. The schedule of plenary talks for the first three days was discussed in some detail. BG raised the issue of when to introduce the new fellows and a consensus was reached that the award session would be the best choice. BG pledged to inform the service award winners soon. JB also asked BG to make a first draft of a welcome letter for the program book.

4. Certificates/plaques/trophy for ACNS

JFB sent out proofs and the Exec. Comm. were provided with an opportunity to review them and provide feedback. JFB raised the issue of the proper title (i.e. Prof. vs Chancellor) for Birgeneau's award, and it was resolved that he should contact the Chancellors office for guidance. JFB also asked for confirmation that the current list of service award winners was final and the committee thus voted on the matter. The current list (see previous minutes) was approved unanimously. JT moved to approve the approximate anticipated expenses for the trophy, plaques and certificates, which amounts to \$1200. JB seconded this motion which passed unanimously.

5. Prizes: Emails of thanks to nominators

BG has the required information and plans to send the appropriate emails shortly. BG asked that the issue of whether or not to allow rollovers in the future be put on an agenda for discussion.

6. NSSA insurance update

NW reported that the insurance companies he contacted for this purpose have been unresponsive and that he plans to pursue other options.

7. ICNS 2013 exhibit

Due to TP's absence this discussion was deferred until the next call.

8. AOB

JFB raised the issue of organizational meetings during the ACNS 2012 meeting. JB confirmed that these were planned for each morning. JB also agreed to add, at NWS suggestion, a specific mention of the tutorials in the next MRS mailing.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	JB	ACNS 2012 progress.	4/11	3
2	BG/CL	Prizes: Emails of thanks to nominators; notification to service award winners.	2/12; 4/12	4
3	CL	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	5
4	NW	NSSA insurance.	12/11	6
5	TP	ICNS 2013 Booth/Co-sponsorship.	3/12	7
6	BG/CL	Discussion on rollover nominations for prizes.	4/12	8