

**NSSA Executive Committee**

**Minutes of the conference phone call 4:00pm EST, 03/18/08**

**(action items in red)**

**Present on the conference call:**

Roger Pynn (RP)  
Angus Wilkinson (AW)  
Brent Fultz (BF)  
Suzanne te Velthuis (StV)  
Greg Smith (GS)

**Missing:**

Simon Billinge (SJB)  
John Root (JR)  
Shenda Baker (SB)

**Agenda**

- 1) **Approval of minutes of 02/12/2008 teleconference call**
- 2) **Review of action items from last minutes**
- 3) **ACNS08**
- 4) **Prizes&Awards**
  - a) **Fellows certificates**
  - b) **Student awards**
  - c) **Exceptional service awards**
  - d) **Posterboards for ACNS**
- 5) **Website**
- 6) **Privacy Policy**
- 7) **Review of Scientific Instruments request for review papers**
- 8) **NSSA finances**
- 9) **AOB**
- 10) **Set date for next call**

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**Discussions**

**1) Approval of minutes of 02/12/2008 teleconference call**

Change: In item 5 “non” should be “not”

With this change, the minutes of the **02/12/2008** teleconference call are approved.

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

2a) Previous item 2a: **RP will send out invitations to the selected members of the International Program Committee for ICNS09.**

2b) Previous item 2d (Nomination package resubmission): **StV will remind those from whom she still needs to receive the information.**

2c) Previous item 2c (Congressional budget - letters of support): **RP did follow up with Steve Pierson (APS). Roughly 65 people wrote letters. As Steve Pierson is leaving, RP will write to his replacement, who he met on this recent congressional visit, in order to establish a relationship for the future.**

2d) Previous items 2d (Prize&fellows press release):

GS: Awards are ready to be ordered and he will print fellows certificates.

SJB should invite fellows to ACNS banquet. RP will follow up with SJB about this to ensure it get done.

2e) Previous item 2e (APS march meeting booth): 37 new members signed up at the booth during the APS march meeting.

2f) Previous item 3 (ACNS08):

- Funding request proposal have been sent to DOE and NIST

- 311 abstracts have been received, which is a similar number to last time.

2f) Previous item 4 (Website): Completed, to be discussed further in agenda point 5.

### 3) ACNS08

RP has noticed that no one from BES/DOE is currently scheduled to speak at the ACNS.

RP will suggest to the program committee that we invite them to speak. RP will suggest that some of the 30 minutes currently scheduled for him and SJB could be set aside for them.

StV suggests providing child care grants for participants of the ACNS, similar to what APS recently did for their March and April meetings, as it would be a way of encouraging or supporting diversity. StV will put together an outline the idea with guidelines similar to that of the APS and send around by email for comments.

### 5) Website

The idea of holding a student contest for providing a design for a website or web-presence that will promoting neutron scattering has been discussed among the ExecCom by email. The design should be creative and practical. The ease of implementation and impact on the community are important. Team efforts will be encouraged.

It is decided there should be a \$\$\$\$ prize for the winners and two \$\$\$\$ prizes for the runners-up. The winners will be invited to implement the idea, for which they will receive an additional \$\$\$\$ on completion.

RP will refine the proposal text that has been circulated so far, and send around for final approval.

On February 12, 2008, BF sent around by email a suggestion regarding which content of our present website should remain in html format, and which could be move to the wiki  
Everyone should look at this so it can be discussed next time.

BF: the content of the present website is good, but the presentation could be better.

It would be useful for the NSSA to have an appointed communications specialist (outside of the ExecCom), who could take care of matters such as the website and press releases, etc. This should be discussed in the future.

### 4) Prizes&Awards

#### a)Fellows certificates

GS will print the certificate

#### b)Student awards

GS will order 6 awards

**c)Exceptional service awards**

Not discussed due to lack of time

**d)Posterboards for ACNS**

Not discussed due to lack of time

**6) Privacy Policy**

Not discussed due to lack of time.

**7) Review of Scientific Instruments request for review papers**

Not discussed due to lack of time.

**8) NSSA finances**

Not discussed due to lack of time.

**9) AOB**

None

**10) Set date for next call**

April 14<sup>th</sup> at 4pm EST. StV will check with ExecCom members not currently on call for their availability for that date or April 16<sup>th</sup> at 4pm EST as a backup.

**Respectfully submitted, Suzanne te Velthuis, 04/7/08.**