

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

Chris Leighton (Secretary), 11/15/13

Present: Julie Borchers (JB)
Chris Leighton (CL)
Stephan Rosenkranz (SR)
Norm Wagner (NW)
Mark Lumsden (ML)
Mike Crawford (MC)
Bruce Gaulin (BG)
Ron Jones (RJ)
Tonya Kuhl (TK)

Absent: John Tranquada (JT)
Chris Wiebe (CW)

Agenda:

1. Adoption of minutes from 10/10/2013 (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./May) (SR/BG/JT/JFB).
5. Website expansion/listserv (ML/All).
6. Finances/tax reporting issues (MC)
7. ACNS 2014: Progress (JB), support from NIST (NW), ORNL (JB/SR), DOE (JT/JB), LANSCE (SR).
8. NSSA prizes, awards and fellows: Selection committees (SR), solicitations (SR/ML/RJ), fellows (SR/TK).
9. Exhibit booths at other meetings (MC/All).
10. AOB

Discussion Minutes (by agenda item number):

1. Approval of minutes

The minutes from 10/10/13 were adopted with no corrections and no objections.

2. Date for next conference call

After some discussion, **Friday Dec 13th at 11 am (central)** was agreed upon. CL will not be in attendance so minutes will be taken by SR. CL will send an email reminder on 12/10/13, along with a proposed agenda.

3. Neutron News distribution issue

RJ reported that while this was not yet addressed he had set up a time to discuss the problem(s) with staff at Neutron News.

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

SR reported that the letter to Murphy was complete and mailed. Others will be tackled in due course.

SR also mentioned that he had been contacted and asked to take part in a neutron facilities directors meeting, in addition to a DOE workshop focused on defining science strategy goals for neutron scattering. Some discussion of the purpose of both events took place and it was noted in particular that the directors meeting provides an opportunity for discussion of the involvement of the NSSA in improving community growth, visibility, etc. BG commented on this in the context of prior directors meetings of this type.

5. Website expansion / listserv

ML explained to the committee that a science highlights portion of the NSSA web site now exists and that a single example has been uploaded as a test. It seems to be working better from some browsers than others and this, and other problems, are still being addressed. The listserv is being worked on but is not yet ready and thus cannot be used for the prize and fellow solicitation emails. RJ agreed to send email to the membership *via* the existing methods until this is rectified. ML plans to get better estimates of the time scale for completion. He also noted that the email address being used for prize nominations was indeed being directed to him, as expected.

6. Finances/tax reporting issues

MC explained that he has nothing to report on this issue until such point as he is contacted by the IRS. CL will take this off the action item list from this point on.

7. ACNS 2014: Progress, financial support

JB reported that the ACNS 2014 "save the date" emails had gone out to several lists, including our members and certain facility users. The deadline for invited speaker nominations is November 20th. Invitations for programming committee members will be sent soon. With regard to funding, SR spoke with Bourke at LANSCE and discovered that while LANSCE certainly hope to support the meeting, the previously discussed \$25k figure is unlikely to be possible. Discussion will continue to settle on a figure. JB also mentioned that a tutorial on bio/crystallography was being discussed and that she remains, on the whole, satisfied with the ACNS 2014 planning progress. NW mentioned that the NIST proposal preparation is underway. He also raised the possibility of the

NSSA providing direct support for student/post-doc travel for the ACNS meeting. This resonated with JB who asked whether it would be best to increase the number of the awards or the amount per award (currently \$500). It was eventually resolved that this should be pursued.

8. NSSA prizes, awards and fellows

As per an email communication from SR to the executive committee, the **chairs** of all committees are now in place as follows:

Shull Prize Committee: **Birgeneau**, XXXX

Science and Sustained Research Prize Committee: **Broholm**, XXXX

Student Prize Committee: **Krueger**, XXXX

Fellowship Committee: **Kuhl**, XXXX

The other suggested members are now being contacted. ML plans to update the web page to reflect these chairs. RJ will distribute solicitation emails, and SR will follow up in due course with ideas on how to simply and effectively share the nomination content with the relevant committees. A nomination deadline of Dec 15th, with a reminder a week before is still planned.

9. Exhibit booths at other meetings

SR reviewed the discussions from the last executive committee conference call. MC then reported that the booth costs (single booth) at MRS and ACS were very comparable, being around \$2-3k, increasing to \$4.5-5k for a double booth. The timing was discussed by several members of the committee along with the issue of which would be best to proceed with for maximum impact. NW pointed out the advantages of having such an effort coordinated with submission of a neutron-related symposium, and also raised the idea of providing additional financial support for such a symposium. The ability to staff the booth was also discussed, both for MRS and ACS. Eventually it was concluded that while ACS offers an opportunity to reach out to a larger community, a simpler first attempt would be to have a stand-alone booth at the Fall 2014 MRS meeting, with no need for a related symposium. On a related note ML confirmed that payment for the APS 2014 booth had gone forward but that no confirmation had yet been received from APS.

10. AOB

None raised.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	RJ	Neutron News distribution	1/13	3
2	SR/BG/JT/JFB	Advocacy: Letters (Dehmer / Appropriations Committees / May), directors meeting	11/13	4
3	ML	Website expansion and listserv.	10/13	5
4	SR/All	Advocacy: LANSCE user program	1/13	-
5	MC	Tax reporting issues	10/13	-
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	JB/SR	ACNS 2014: Progress; Support from NIST (NW), ORNL (JB/SR), LANSCE (SR), DOE (JT/JB). NSSA student support.	4/13	6
8	SR/TK/All	Prizes: Selection committees (SR), email solicitations (SR/ML/RJ), website updates (ML), applications to committees (SR/All) .	7/13	7
9	MC/SR/All	Exhibit booths: APS 2014 progress, MRS Fall 2014 plans.	10/13	8