

**NSSA Executive Committee
Conference Call Minutes, 12/13/13**

Stephan Rosenkranz (President), Chris Wiebe (Member at Large), 12/18/13

Present: Stephan Rosenkranz (SR)
Norm Wagner (NW)
Mark Lumsden (ML)
Mike Crawford (MC)
Bruce Gaulin (BG)
John Tranquada (JT)
Chris Wiebe (CW)

Absent: Julie Borchers (JB)
Chris Leighton (CL)
Ron Jones (RJ)
Tonya Kuhl (TK)

Agenda:

1. Adoption of minutes from 11/13/2013 (SR/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).
 5. Website expansion/listserv (ML/All).
 6. ACNS 2014: Progress (JB), support from NIST (NW), ORNL (JB/SR), DOE (JT/JB), LANSCE (SR). NSSA student support
 7. NSSA prizes, awards and fellows: Selection committees (SR), email solicitations (SR/ML/RJ), website updates (ML), getting applications to committees (SR/TK).
 8. Exhibit booths at other meetings (APS 2014, Fall 2014 MRS) (MC/All).
- 10 AOB

Discussion Minutes (by agenda item number):

1. Approval of minutes

The minutes from 11/13/13 were adopted with no corrections and no objections.

2. Date for next conference call

After some discussion, **Tuesday Jan 14th at 11 am (central)** was agreed upon. CL will send an email reminder on 01/13/14, along with a proposed agenda.

3. Neutron News distribution issue

RJ was not present but had sent some comments prior to the meeting. There is progress in creating an up-to-date membership list which will be loaded to the NSSA website and will be forwarded to Neutron News.

4. Advocacy efforts.

SR reported that now particular advocacy efforts had taken place during the last month. The conference call with the facilities directors had been postponed because their meeting was delayed due to whether.

BG inquired whether NSSA expects to be contacted by DOE following the letter to Murphy. SR does not think so and mentioned that the letter did not explicitly specify a meeting between DOE and NSSA.

5. Website expansion / listserv

See 3 above. There are still about 200 wrong or expired emails in the current list, though RJ and ML expect to have an up to date list by January. ML commented that the listserv is being worked and should be available by January. After some discussion it was agreed to test the functionality of the new server first on a less important message.

6. ACNS 2014: Progress, financial support

SR relayed a report from JB. The program committees are mostly formed and listed on the ACNS website. A good number of nominations for invited speakers was received. NW wrote the proposal for funding from NIST, which will be submitted through MRS via grants.gov. JT commented that he submitted the proposal for funds from DOE to MRS, but it is not clear whether MRS has already submitted to DOE. ORNL still needs a letter requesting funding that SR is working on. NSSA student support has been included in the ACNS budget, but it was pointed out by NW that student support needs to be posted on the ACNS website as soon as possible. BG brought that CINS last time provided support for Canadian students. CW was tasked to contact CINS about similar support for ACNS 2014. It was discussed that last time student poster prizes were sponsored and that it would be good to find sponsors again this time. SR will forward the discussions and questions to JB and the ACNS organizing committee, which will have a conference call on Monday.

7. NSSA prizes, awards and fellows

All committees are finalized and posted on the NSSA webpages. ML reported that nominations start coming in and that a good number of strong nominations were already received in all categories. ML further commented that he manually sent

confirmation emails to all nominations received. After some discussion, it was agreed that an extension of the deadline was not necessary, but that because the deadline falls on a Sunday, submissions will be accepted through COB Monday 12/16.

It was agreed that the committees should be given a deadline around January 22 to report back, so that there is time to contact the winners and prepare the official announcement by early February. BG advised that in the past, the nominators of the winners were also informed.

BG commented that NSSA also provides service awards, usually at the ACNS meeting. It was discussed that the service awards should also be listed on the NSSA webpages and ML was tasked with creating a list of previous awardees. It was agreed to further discuss potential candidates at the next conference call.

8. Exhibit booths at other meetings

MC reported that booth reservation for MRS fall meeting is not due until summer.

9. AOB

BG commented that his term as Past President will expire by the end of the year and that this will be his last conference call. JT followed that his term as Past Treasurer also will end by the end of the year. SR thanked BG and JT for all their time and efforts during the last five years as members of the NSSA executive committee.

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	ML	Website expansion and listserv.	10/13	4
3	SR	Advocacy:	11/13	5
4	JB/SR	ACNS 2014: Progress; Support from NIST (NW), ORNL (JB/SR), LANSCE (SR), DOE (JT/JB). NSSA student support.	4/13	6
5	SR/All	Prizes: Progress report, max number of Fellows, service awards .	7/13	7
6	MC/SR/All	Exhibit booths: APS 2014 progress, MRS Fall 2014 plans.	10/13	8