

**NSSA Executive Committee
Conference Call Minutes, 2/11/14**

Chris Leighton (Secretary), 2/13/14

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

Absent: Chris Wiebe (CW)
Norm Wagner (NW)

Agenda:

1. Adoption of minutes from 1/14/2014 (CL/All).
2. Date for next conference call (SR/CL/All).
3. Neutron News distribution issue (ML/RJ).
4. Website expansion/listserv (ML/All).
5. ACNS 2014: Progress (JB). Support from NIST (NW), ORNL (JB/SR), DOE (JT/JB), LANSCE (SR). Invited speakers (JB). Plenary/after-dinner speakers (All). NSSA student support (All). Poster prize plans (All).
6. NSSA prizes, awards and fellows: Recap (SR), press releases, awards and certificates, service awards (All).
7. Exhibit booths: APS 2014 plans (All), proposed statement (NW).
8. AOB

Discussion Minutes (by agenda item number):

1. Approval of minutes

The minutes from 1/14/14 were adopted with no corrections and no objections.

2. Date for next conference call

After some discussion, **Wednesday March 12th at 12 noon (central)** was agreed upon. CL will send an email reminder on 03/11/14, along with a proposed agenda.

3. Neutron News distribution issue

4. Website expansion / listserv

These two items were discussed together. ML reported that the membership list is approaching a good format, that mass mailings using the new web-based system work well, and that a revised membership list will shortly be sent to Neutron News to try to rectify the original problems. Further work will be done to purge the lists of erroneous/outdated email addresses. ML has plans in place to train RJ on the use of the system for email blasts to the membership. ML mentioned that additional costs are accrued when these lists hit 2000 entries, but given our current membership of 1300 this creates no immediate cause for concern. With regards to adding further science highlights to the website, ML mentioned that he is in contact with XXXX at LANSCE and XXXX at NIST to pursue this.

One issue raised by XXXX, through SR, was that it may be too difficult to locate the links to the ACNS conference from the NSSA site. JB and SR mentioned that they are very happy with the site improvements in general but asked that this aspect be improved. The possibility of links to other neutron scattering societies was also suggested.

CL resolved to keep 3 and 4 on the agenda for the next call, combined into one item.

5. ACNS 2014: Progress, speakers, financial support, student support, poster prizes

JB relayed to the committee that a preliminary list of speakers has been generated and is being discussed with regard to various issues of diversity. SR raised the issue of a potential conflict of interest with one of the proposed speakers. The proposed list of speakers will be circulated to the entire exec. comm.. The link to the child care grant page on the website has been taken care of, 3 tutorials are being planned, and the various user committees have been invited to take slots in the conference schedule. All of the funding requests and proposals have been submitted. The support from LANSCE was noted as being smaller than hoped, but the fact that *any* support is being provided was viewed positively. As far as poster prize plans are concerned, Langmuir are conformed as a sponsor and the programming chairs have been made aware of their responsibilities for organizing the judging, etc. Many suggestions were received regarding plenary and after-dinner speakers and the programming chairs have them under consideration. CL made the suggestion of a talk XXX provides as a colloquium style presentation on pseudoscience/scientific fraud. SR raised the issue of registration deadlines and rates and JB responded that these won't be considered until later in the planning process, perhaps in March when the various applications and proposals for funding are responded to. A figure around \$500 is anticipated, although much remains to be settled.

6. NSSA prizes, awards and fellows

SR expressed his pleasure with how the whole process had gone in general, but noted that in the future it would be wise to pay more attention up-front to the issue of secondary affiliations, which caused significant problems with conflicts of interest. One issue that was discussed in detail was a suggestion from the Sustained Research Prize Committee that we should consider offering another prize for researchers who may use neutrons, but are somewhat outside the immediate field. SR expressed reservations, on the basis that other societies can perform that role, and that additional prizes could dilute the impact of the existing ones. He was joined by JB, RJ and CL in having reservations, although it was agreed that the suggestion from the prize selection committee would be circulated, and responses would be gathered and considered. With regard to fellows, TK reported that 12 were awarded, amounting to the stipulated 0.5 % per annum. For certificates and awards, SR plans to contact JFB for guidance. For the cash components of the prizes SR will work with MC. MC commented that he already discussed with JT what the requirements are for checks and tax documentation. Finally, service awards were again discussed and XXXX and XXXX were put to a vote. Both were approved unanimously. SR pledged to contact them to confirm their attendance at ACNS and to offer them a complementary ticket to the banquet.

7. Exhibit booths

ML reported that he has begun the process of working with the various facilities to finalize posters and gather volunteers to work at the APS booth. A sign-up spreadsheet will be circulated. All required paperwork for APS 2014 has been completed. LANSCE and NIST are apparently in the process of revising their posters. With regard to the planned text for the website about available support for potential neutron-related meeting symposia planners, due to the absence of NW this was not discussed in full detail.

8. AOB

None raised.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	ML/RJ	Website expansion, listserv, Neutron News distribution, link to ACNS.	2/14	3
2	JB/SR/All	ACNS 2014: Progress, financial support, finalizing invited speakers, plenary/after-dinner speakers, other issues.	2/14	4
3	SR/All	Prizes: ACNS planning (Certificates/checks/tax documents/service awards).	7/13	5
4	ML/SR/NW/All	Exhibit booths: APS 2014 plans, proposed statement from NW.	10/13	6