

**NSSA Executive Committee Meeting
09/26/17**

Katharine Page (Secretary), 10/31/17

Present: Michael Crawford (MC)
Alannah Hallas (AH)
Brian Josey (BJ)
Despina Louca (DL)
Katharine Page (KP)
Stephan Rosenkranz (SR)
Kate Ross (KR)
Megan Robertson (MR)
Patrick Woodward (PW)

Absent: Matthew Helgeson (MH)
Brad Olsen (BO)
Nancy Ross (NR)
Chris Wiebe (CW)

Agenda: 1) Adoption of minutes (KP/DL/All)
2) Date for next call (DL/KP/All)
3) ACNS 2018 planning (PW)
4) Prize committees (DL)
5) Treasury/Communications/Membership officer updates (BO/KR/NR)
6) Website design (KR)
7) AOB

Discussion Minutes (by agenda item number):

1. Adoption of minutes (KP/DL/All)

The minutes from 10/27/17 were adopted with minor corrections.

2. Date for next conference call (DL/KP/All)

The date for the next conference call was set for Tuesday, October 31, at 2:00 PM Eastern Time.

3. ACNS 2018 planning (PW)

MH and PW shared progress to date in the planning of the 9th American Conference on Neutron Scattering (ACNS). The call for nominations for invited speakers has been sent out to the community. MRS has collected the submissions and sent them to PW, MH, and Efrain Rodriguez (ER). 47 nominations were received. They will be divided by topical area and sent to individual programming chairs for consideration.

For the next step of the process subcommittee chairs will make recommendations to MH and ER for invited speakers. MH and ER will collate the list and make a recommendation for the executive

committee to review and approve. Invitations will be sent out by mid-November, with a goal of confirming the invited speaker list by mid-December.

The schedule is on track and appears below.

ACNS 2018 Planning Task	Deadline
Send out call to community asking for nominations of invited speakers	Aug 11
Deadline for invited speaker nominations from the community	Sept 15
Programming subcommittees make recommendations of invited speakers	Oct 13
Programming co-chairs make recommendations of invited speakers to NSSA EC	Oct 27
Invited speaker slate approved by NSSA	Nov 1
Invitations go out	Nov 8
Invited speaker list finalized	Dec 13

PW is working on the grant proposal for Department of Energy funding for ACNS 2018. It was asked to what extent the meeting serves as a user meeting for the neutron sources. NIST does not have separate user meetings, and therefore the ACNS venue is seen as a deliberate opportunity to engage with the community. ORNL's next user meeting will be in 2019, and it is not known if the biannual timing is meant to coincide with the timing of ACNS meetings. It would be nice to mention this in the funding solicitation if it is the case. A paragraph in the proposal describing efforts to attract and support attendees from diverse groups was also discussed. It was mentioned that MRS advertises the NSSA meeting on websites of national societies of black, Hispanic, and female physics groups. It was mentioned that the Women in Neutron Sciences (WiNS) social event at the last ACNS meeting should be highlighted in this paragraph, and plans should be made to repeat or expand such activities.

Funding for ACNS 2018 was briefly discussed. There is a commitment for NIST to fund meeting at \$25K level through the University of Maryland. DL had a discussion with Paul Langan at ORNL regarding SNS/HFIR support for the meeting. He is working on detailing a funding level for ACNS 2018. PW will check in with CW regarding the contribution for Canadian student travel support from the Canadian neutron scattering funding bodies.

It was mentioned that the ACNS website is live.

4. Prize Committees (DL)

DL drafted a list of potential prize and fellow committee members and sent it to the executive committee members for discussion and review. Results are below.

Shull Prize

Chair: Takeshi Egami (UT)

Members: Gabe Aeppli (PSI), Julia Kornfeld (Caltech), Rob Briber (UMD), Lilo Pozzo (UW)

Sustained Research and Science Prize

Chair: Pengcheng Dai

Members: Cora Lind (U Toledo), Janna Maranas (Penn State), Chris Leighton (U Minnesota), Kai Liu (UC Davis)

NSSA Fellowship

Chair: Veerle Keppens (UT)

Members: Lynn Walker (CMU), Tim Lodge (UMinnesota), Dmitry Reznik (U Colorado B), John Katsaras (ORNL)

Outstanding Student Research

Chair: Young Lee (Stanford)

Members: Ursula Perez-Salas (UC), Bjorn Clausen (LANL), Bryan Chakoumakos (ORNL), Shenda Baker (or Paul Butler if she cannot do it)

The committees were favorably received. DL will send out invitations in the next few days.

DL and KR will work together to draft a letter for solicitation of prize and fellowship nominations. Prize packages will be due before Thanksgiving. SR will forward last solicitation for nominations.

There was a brief discussion regarding the diversity of NSSA Fellows and NSSA Prize Winners to date. The general sentiment was that efforts should be made to encourage a diverse applicant/nomination pool for the committees to consider.

5. Treasury/Communications/Membership officer updates (BO/KR/NR)

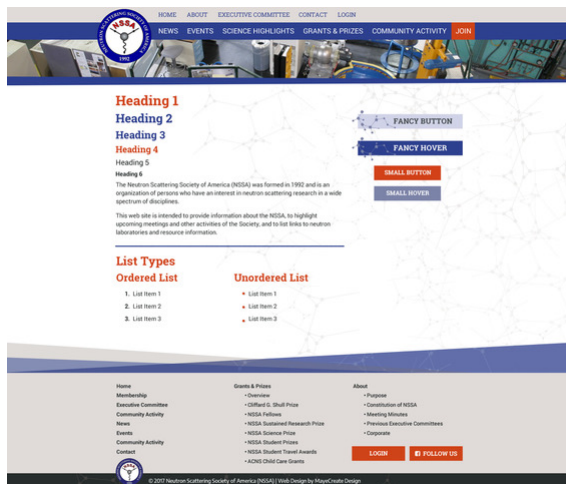
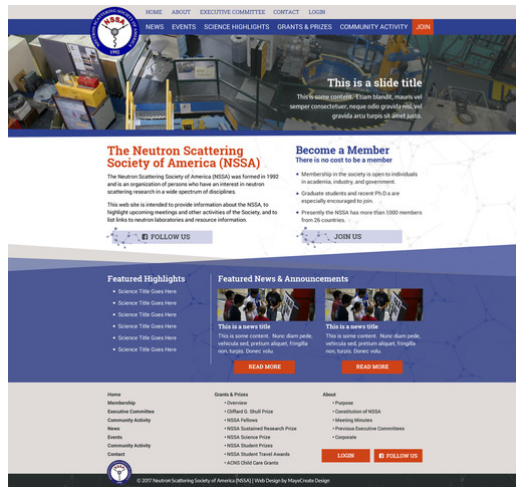
KR plans to create a webpage for links to other neutron scattering societies around the world. The management of the NSSA booth at the APS March Meeting was discussed. BO will book space in the exhibit hall. MR will take on the task of setting up and managing the booth at the meeting. DL will most likely be there, and AH can volunteer in a time slot. MR will circulate a volunteer list among the Executive Committee and the facilities personnel to fill in time slots. It was mentioned that the NSSA posters are currently held at ORNL. KP will find out where the posters are and send them for the meeting.

BO needs to get in touch with Donna Gillespie at MRS to transfer funds from ACNS 2016 revenue. There is \$18 K in proceeds from the meeting. MC has sent almost all NSSA funds to BO. MC plans to fill out the 2016 tax forms and send them to BO to be submitted in the next week or two. MC still has some

records from this year (2017), and thus he will need to help with 2017 tax return as well. MC mentioned that there is a lack of continuity in the financial documents of the society, and we should consider how we can improve the process year to year and treasurer to treasurer.

6. Website design (KR)

KR sent an email to the executive committee with the concept layout for the NSSA website redesign. It was suggested that a design content could be advertised to update/replace the NSSA logo. If a winner is selected, we will offer free registration for the ACNS 2018 conference. It was also suggested that we request banner images from the community to be considered for use on the webpages. It would be best if the images are free of text and people. The new webpage will have functionality for submitting potential content for science highlights. It was suggested that potential banners might be submitted there, too.



7. AOB

None.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	MH/ER	Send invited speaker nominations to subcommittee chairs, collate and down-select results, send recommendation to the executive committee.	09/2017	3
2	PW/DL	Draft DOE proposal for ACNS Funding. Check in with ORNL and Canadian funding bodies.	09/2017	3
2	DL/KR	Invite prize selection committees and chairs (DL) and advertise Prize and Fellowship award solicitation (KR).	09/2017	4
3	BO/MC	Complete 2016 tax returns (BO/MC). Transfer ACNS proceeds from MRS and draft NSSA budget (BO).	03/2017	5
4	KR	Advertise logo contest and request banners for website.	10/2017	6
5	KR	Add a links section to the NSSA webpages.	08/2017	6
6	DL	Explore possibility of new Executive Committee member-at-large from Argentina.	08/2017	8