

**NSSA Executive Committee Meeting  
01/09/2020 – Meeting Notes**

**Flora Meilleur (secretary)**

**Present:**

Despina Louca (DL)  
Flora Meilleur (FM)  
Alannah Hallas (AH)  
Kate Ross (KR)  
Matthew Helgeson (MH)  
Claire Saunders (CS)  
Yuyin Xi (YX)  
Brad Olsen (BO)  
Peter Gehring (PG)

**Absent:**

Nancy Ross (NR)

**Agenda:**

- 1) Welcome, post-doc member-at-large, Yuyin Xi
- 2) Adoption of the November 25 meeting minutes (DL/FM/All)
- 3) Date for next call (DL/FM/All)
- 4) Bylaws (MH)
- 5) ACNS 2020 (DL/PG)
- 6) ICNS: solicitations for ICNS program committee and the ICNS advisory committee (DL)
- 7) Creation of an NSSA prize to be presented at ICNS
- 8) Conference attendance support going forward (AH/KR/FM/All)
- 9) Treasury/Communications/Membership updates (BO/KR/NR)
- 10) AOB

**Discussion Minutes (by agenda item number):**

**1. Welcome, post-doc member-at-large, Yuyin Xi**

DL presented her wishes for the New Year to the EC members.

DL welcomed post-doctoral fellow Yuyin Xi from NIST to the NSSA EC. KR indicated that she has updated the NSSA webpage.

**2. Adoption of the October 16 meeting minutes (DL/FM/All)**

No comments or additions were made to the minutes of the November 25, 2019 meeting. The minutes were adopted.

**3. Date for next conference call (DL/FM/All)**

DL tasked FM with sending a poll out to select a time for the next meeting during February 5-6, February 14 or February 17.

#### **4. Bylaws (MH)**

MH noted that the EC members have not yet commented on the bylaws document uploaded on the NSSA Google Drive. MH will send a reminder email to the EC. The changes should be implemented and submitted to the community by June 2020. The updated bylaws will be submitted for a vote during the ACNS2020 in July – time TBD.

DL has marked a printed version of the bylaws in 2019. FM will type in DL's comments.

#### **5. ACNS 2020 (DL/PG)**

PG updated the committee on the organization progress:

Karen Rabe's plenary talk is scheduled for Thursday, July 16.

Invited speakers are now being invited; 5 have already accepted.

The DOE proposal was formally submitted by MRS on December 22, 2019.

The information regarding affordable student housing is now posted on the conference website: <https://confreg.colorado.edu/Registration/Welcome.aspx?e=60981CF575296656D988B099E8391143>.

Tutorial details are posted: <https://www.mrs.org/acns-2020/program> – PG received a request that NSSA provides snacks for the breaks during the tutorials. The EC agreed.

The town hall meeting to discuss university-based neutron sources will be held on Monday, July 13, during lunch time.

The presidents of the 3 neutron societies will address the participants during the opening ceremony on Sunday, July 12.

DL informed PG that the MRS needs to invoice ORNL for the grant budget.

PG reported that support from Canada may not be available to support Canadian attendees. DL suggested to reach out to other scientists in Canada.

Thomas Proffen (ORNL) requested a slot to hold a meeting on data analysis. MRS is looking into slot availabilities.

John Goodenough will not be able to travel to ACNS2020. However, a video of Goodenough will be recorded and played during the welcome ceremony. KR enquired about the possibility of producing a high-quality video as such video would be excellent promotional material. DL will follow up with UT Austin to find out what is possible.

#### **6. ICNS: solicitations for ICNS program committee and the ICNS advisory committee (DL)**

DL has sent her list of recommended names.

ICNS chair may be able to visit during ICNS – NSSA would not be able to support travel expenses but would waive registration fees.

#### **7. Creation of an NSSA prize to be presented at ICNS**

We should decide what kind of prize we want by the end of the year.

#### **8. NSSA prize nominations**

Committees are working on selections. Announcements will be done by end February.

FM will get Certificate of fellowship template from past secretary.

The APS report discussing selections of fellows from under-represented groups was sent by FM to Martin Greven who is chairing the NSSA fellows selection committee

(<https://www.aps.org/publications/apsnews/201804/backpage.cfm>).

**9. Conference attendance support going forward (KR/AH/FM/All)**

The updated “student/post-doc” award is presented in Annex 1.  
KR will create webpage. FM and AH will review.

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

Treasury: NSSA has to file corporation registration this year.

Membership: no update

Communication: KR shared the link to the ACNS2018 meeting report published in Neutron

News: <https://www.tandfonline.com/doi/abs/10.1080/10448632.2019.1659084?journalCode=gnnw20>

**11. AOB**

MH reminded the committee that to comply with the bylaws we need to appoint another 2 members at large.

## Action items

<b>Item Number</b>	<b>Person Responsible</b>	<b>Action item</b>	<b>Agenda date (mo/yr)</b>	<b>Agenda Item # for next meeting</b>
1	FM/All	Select next meeting date/time by Doodle Poll.	01/2020	2
2	<u>All</u> /FM/MH	Make edits as comments to the bylaws uploaded in Google Drive.	10/2019	TBD
3	FM	Add the vote of the updated bylaws to the agenda of the ACNS planning call	11/2019	N/A
4	DL	Follow-up with UT Austin for video of Goodenouh	01/2019	
5	KR/AH/FM/All	Conference support for students <ul style="list-style-type: none"><li>- Review program outlines</li><li>- Develop webpage</li></ul>	11/2019	TBD
6	<u>All</u>	Provide feedback about NSSA twitter account	11/2019	TBD

## **Annex1 – DRAFT**

### **NSSA Travel award – Guidelines and Instructions**

#### *Funds available:*

Anticipated funding amount: \$ 5,000, yearly

Anticipated number of awards: 6 to 10

#### *Requirements:*

- Graduate students or post-docs within 5 years of receiving their doctorate degree
- Applicant must have an affiliation in the US
- Applicant must be a member of the NSSA
- An abstract submission on an NSSA topic (e.g. Advances in neutron facilities, instrumentation and software, Hard condensed matter, soft matter, biology and biotechnology, materials chemistry and energy, structural materials and engineering, emerging applications of neutron scattering in engineering, arts and sciences, neutron physics)
- Preference will be given to applicants attending conferences that are focused on neutron scattering techniques, including but not limited to ICNS, Neutron Scattering Gordon Research Conferences, MRS conferences. The conference does not need to take place in the US. This award is not intended to support participation to the ACNS for which other source of support are available.
- Applicant must be first author on abstract

#### *Application criteria:*

- One application per applicant per year (past awardees cannot apply again)
- Applicant, not supervisor, must submit application
- Limited funding: funding is awarded competitively
- No more than 1 award can be awarded per group per call

Only complete applications will be reviewed

Application evaluation feedback is not provided

All decisions are final

Travel funding is paid on a reimbursement basis.

#### *Supporting document:*

- Applicant's CV (max 2 pages)
- Abstract to be presented at conference
- Applicant's statement (max 300 words: explain importance of attending this conference and anticipated benefits (i.e. meet potential postdoc advisers, promote an exciting new finding, network with the community)
- Letter of support from adviser confirming that the remaining of the expenses will be covered by other funding sources.

#### *Application submission dates:*

2 calls per year:

October 31 deadline for conference during January 1 – June 30

April 30 deadline for conference during July 1 - December 31

Notification of awards by ~November 15 and May 15 to allow awardees to plan their travel

*Application review:*

3 committee members from the NSSA executive committee: the post-doc member, the student member and an additional member who will chair the committee. The review committee will serve for 2-year (4 calls).

The review committee will make recommendations to the NSSA executive committee who will select the recipients.

Review criteria:

- Merit of the scientific contribution to be presented
- Anticipated value of the applicant attending the conference