

**NSSA Executive Committee Meeting
05/22/2020 – Meeting Minutes**

Flora Meilleur (secretary)

Present:

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

Agenda:

- 1) Adoption of the April 17, 2020 meeting minutes (DL/FM/All)
- 2) Date for next call (DL/FM/All)
- 3) ACNS 2020 (virtual) (DL/PG)
- 4) Awards for service
- 5) Bylaws (MH/All)
- 6) Travel award – new website (AH/KR/FM/All)
- 7) NSSA Ex. Committee Election (DL/All)
- 8) Treasury/Communications/Membership updates (BO/KR/NR)
- 9) AOB

Discussion Minutes (by agenda item number):

1. Adoption of the April 17, 2020 minutes (DL/FM/All)

No comments or additions were made to the minutes of the April 17, 2020 meeting. The minutes were adopted.

2. 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 June 22 – June 27.

3) ACNS 2020 (virtual) (DL/PG)

MRS will sign a subcontract with Cogent to coordinate the asynchronous content.

The virtual meeting will be supported with grants from NIST (\$ 25K) and from ORNL (\$ 60K)

The registration fee will be \$250 for all the registrants. It is possible to make a small profit and reimbursed US students.

The abstract submission reopened for abstract only. Virtual posters will be presented as 10 minutes talk.

At the time of the meeting 7 abstracts had been withdrawn (this number went up to 27 Withdraws including 19 Oral presentations and 7 Poster abstracts).

The tentative structure for the meeting would be to use Zoom for live talks and Q&A sessions. There would be two parallel Zoom discussion with one hosted in the Main Room and the second one in a Breakout Room. Each day of the meeting, the Main Room would host the live prize talk followed by the plenary talk for a total of 8 live talks. Each talk would be 40 minutes with 20 minutes for Q&A.

Cogent will collect the asynchronous content, provide passwords to the registered participants, etc. Invited talks will be 30 min, regular talks will be 15 min. The recorded talks will be uploaded a week prior to the meeting. The asynchronous content will be kept up for at least 2 weeks after the meeting ends. The live Q&A sessions will take place in the Zoom main room and breakout room. The details of the Q&A sessions were still being fleshed out at the time of the meeting.

The Zoom session could be up to 8 hours (tbc by MRS), including the live talks.

KR suggested to investigate the ability to post questions and/or comments on the platform that will host asynchronous material which could increase participants engagement.

PG noted that given the virtual format of the meeting, there is an opportunity to increase the number of participants by reaching out to the international community. DL will reach out to the European and Asian societies

DL reached out to the company that makes the awards. Receipt will need to be paid. It is not clear if the NSSA or MRS is making the payment at this point, but it is in the contract signed with MRS that MRS is paying from the agreed payment. The company will mail the awards directly to the recipients.

4) Awards for service

A dozen names was put forward and discussed. The recipients (2) of the awards for service were agreed upon by email exchange following the meeting.

5) Bylaws (MH/All)

Given current situation the society will vote online on the proposed changes to the bylaws. MH will summarize and categorize the type of changes proposed to ease the reading of the updated bylaws by the society members.

Ample time should be given for the NSSA member to go through the information and possibly provide feedback.

6) Travel award – new website (AH/KR/FM/All)

No update

7) NSSA Ex. Committee Election (DL/All)

The committee should propose names for the positions of president, communication secretary and treasurer and membership secretary. It was suggested to look back to who had run in the past and invite them to run again. At least three names per category should be proposed. DL would then then email the proposed candidates to ask if they are interested to run.

The new committee needs to be established January 1.

The committee was asked to email name to DL.

8) Treasury/Communications/Membership updates (BO/KR/NR)

1701 members

9) AOB

There was a discussion about keeping registration open for as long as possible at no extra cost. PG and KR worked on a detail announcement email which went out to the society on May 27.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	FM/All	Select next meeting date/time by Doodle Poll.	05/2020	2
2	<u>All</u> /FM/MH	Make edits as comments to the bylaws uploaded in Google Drive.	10/2019	TBD
3	PG/DL	Clarify whether MRS or NSSA pays for the prize cost	05/2020	TBD
4	All	Review website for travel grant	02/2019	TBD
5	<u>All</u> /KR	Executive Committee positions: - Provide names to DL - Solicit names for three Executive Committee positions from the NSSA members by email	02/2020	
6	<u>All</u>	Provide feedback about NSSA twitter account	11/2019	TBD