

**NSSA Executive Committee Meeting
11/25/2019 – Meeting Notes**

Flora Meilleur (secretary)

Present:

Brian Josey (BJ)
Despina Louca (DL)
Flora Meilleur (FM)
Alannah Hallas (AH)
Kate Ross (KR)
Nancy Ross (NR)
Matthew Helgeson (MH)
Claire Saunders

Absent:

Peter Gehring (PG)
Brad Olsen

Agenda:

- 1) Welcome, graduate student member-at-large, Claire Saunders
- 2) Adoption of the October 16 meeting minutes (DL/FM/All)
- 3) Date for next call (DL/FM/All)
- 4) Bylaws (MH)
- 5) Post-doc member-at large (DL/FM)
- 6) ACNS 2020 (DL/PG)
- 7) ICNS: solicitations for ICNS program committee and the ICNS advisory committee (DL)
- 8) Creation of an NSSA prize to be presented at ICNS
- 9) NSSA prize nominations
- 10) Conference attendance support going forward (AH/KR/FM/All)
- 11) Treasury/Communications/Membership updates (BO/KR/NR)
- 12) AOB

Discussion Minutes (by agenda item number):

1. Welcome, graduate student member-at-large, Claire Saunders

DL welcomed graduate student Claire Saunders from Caltech to the NSSA EC.
DL asked KR to update to 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 October 16 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 January 9-10.

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.

The voting procedure during ACNS is still to be finalized. It is anticipated that time can be made to hold a vote one morning (it was noted that the mornings are somehow flexible). DL asked FM to put this vote on the agenda of the next ACNS planning meeting.

5. Post-doc member at large (FM / All)

FM informed the EC that Dr Yuyin Xi (YX) from NIST had been voted post-doc member-at-large. YX will start in January 2020 if he accept our invitation to serve on the NSSA EC.

DL pointed out that a vote will be organized during Fall 2020 for the next president, treasurer, membership secretary and communication secretary. Request for nominations from the community should be sent out during Spring/Summer 2020.

6. ACNS 2020 (DL/PG)

The organization of ACNS 2020 is progressing well.

All 4 plenary lectures are assigned.

The program chairs (LP and JT) are working with the subcommittees to select invited speakers.

The invitations are expected to be sent out before the end of the year.

The (before)dinner speaker has not been chosen yet.

ORNL is coordinating a Second Target Station meeting to take place immediately after ACNS2020.

Time should be made for a vote from the community on the proposed change of the bylaws.

DL reported that during a trip to China and Taiwan she had the opportunity to exchange ideas with the presidents of the other two neutron societies: Dr. Christiane Alba-Simionesco, president of the European Neutron Scattering Association (ENSA) and Prof. Brendan Kennedy, president of the Asia-Oceania Neutron Scattering Association (AONSA). The 3 presidents discussed the importance of communication between the societies and ways to encourage and support interactions. DL proposed to invite the other 2 presidents to the ACNS in the spirit of continuing these discussions. An option could be to have presentations by the 3 societies presidents followed up by a panel discussion. Further discussion with the ACNS2020 organizing committee will be required to host this potential event.

DL explained the different structures between each EC: the AONSA board members are associated with a facility or a facility user group, while each European country as a delegate on the ENSA EC.

7. ICNS: solicitations for ICNS program committee and the ICNS advisory committee (DL)

The next ICNS will be in Buenos Aires, Argentina during 4 Jul 2021 - 8 Jul 2021. The ICNS chair has reached out to DL regarding the International Program Committee and the International Advisory Committee. These committees should have equal representation from across the world. Each committee includes 30 scientists in total – about 10 should represent North America (US and Canada). DL shared two lists (one for each committee) of names with the EC and asked the EC members for suggestions to add or remove names from the lists. DL specifically requested input for the soft matter and biology areas. DL asked the EC to be mindful of balanced representation (geography, science area, etc...). The EC members are to make suggestions to DL by January.

8. Creation of an NSSA prize to be presented at ICNS

DL proposed the creation of an NSSA prize to be presented at ICNS to reward new discovery or high-profile research with neutrons. The prize would be in addition to the current NSSA prizes and could encourage participation to ICNS. DL asked the EC members to consider this proposal. Further discussions are to take place during the January meeting.

9. NSSA prize nominations

KR gave an update on NSSA prize nominations. The deadline was November 22. Collecting the nominations through the webpage (rather than by email) worked well. The total number of nominations received is higher than in 2017 but could be better. The numbers of nominations received per categories were: 10 for NSSA fellows, 2 for the Shull Prize, 3 for the NSSA Science Prize, 5 for the NSSA Sustained Research Prize and 7 for the Student Prize. KR noted that the pool of nominations received lacked diversity and asked the committee to consider extending the deadline. The committee agreed to extend the deadline to December 16. An email was sent out asking specifically for nominations of scientists from underrepresented groups.

DL noted that in 2017 the EC encourage facilities to go through their pool of users and to work on nomination packages. FM reached out by email the ORNL Neutron Scattering Division managers and the NIST CNR managers after the meeting.

MH summarized a study published in APS about the selection of women (but applies to other under-represented groups) as APS Fellows.

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

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

The updated “student/post-doc” award is presented in Annex 1.

This item was postponed to the January meeting,

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

Treasury: no update

Membership: no update

Communication: The committee discussed establishing an NSSA twitter account to increase communication. MH is willing to assist with that if others help provide content to him. If the NSSA

EC launches a Twitter presence, the EC should clearly define how this twitter account will be manage in the future (e.g. regular member vs. member-at-large).

12. AOB

No other business.

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.	11/2019	2
2	<u>All</u> /MH	Make edits as comments to the bylaws uploaded in Google Drive.	10/2019	TBD
3	FM	Inform YX that he was selected post-doc member-at-large	11/2019	N/A
4	FM	Add the vote of the updated bylaws to the agenda of the ACNS planning call	11/2019	N/A
5	<u>All</u>	Provide feedback to DL regarding invitation of the AONSA and ENSA president to ACNS2020	11/2019	TBD
6	<u>All</u>	<ul style="list-style-type: none"> - Provide input to DL for ICNS committees - Provide feedback on the creation of an NSSA prize to be presented at the ICNS 	11/2019	TBD
7	KR/AH/FM/All	Conference support for students <ul style="list-style-type: none"> - Review program outlines - Develop webpage 	11/2019	TBD
8	<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