

**NSSA Executive Committee Meeting
09/18/2019 – Meeting Notes**

Flora Meilleur (secretary)

Present:

Peter Gehring (PG)
Brian Josey (BJ)
Despina Louca (DL)
Flora Meilleur (FM)
Brad Olsen (BO)
Matthew Helgeson (MH)
Alannah Hallas (AH)
Kate Ross (KR)

Absent:

Nancy Ross (NR)

Agenda:

- 1) Adoption of the August 14 meeting minutes (DL/FM/All)
- 2) Date for next call (DL/FM/All)
- 3) ACNS 2020 (DL/PG)
- 4) Student/Post-doc nominations for member-at-large position
- 5) Conference attendance support going forward (KR/AH/FM)
- 6) Bylaws (MH/DL)
- 7) Google drive (FM/All)
- 8) Treasury/Communications/Membership officer updates (BO/KR/NR)
- 9) AOB

Discussion Minutes (by agenda item number):

1. Adoption of the August 14 meeting minutes (DL/FM/All)

No comments or additions were made to the minutes of the August 14 meeting. The minutes were adopted.

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

DL tasked FM with sending a poll out to select day and time of the next meeting during October 16, 2019.

3. ACNS 2020 (DL/PG)

Updates from PG:

- Invitations were sent out to subcommittee chairs by the program chairs (LP and JT)
- ORNL has requested to hold a town hall meeting focused on STS during ACNS. The town hall will be on Tuesday from 4 to 6 before the banquet. An STS workshop would be held immediately after the ACNS.

Updates from DL:

- DL confirmed with ORNL that the Neutron Directorate has put in a request to DOE for the meeting to be declared as a DOE meeting.
- DL has put together the prize committees. See Annex 1.

4. Student/Post-doc nominations for member-at-large position

KR received two nominations so far. KR will send a reminder to the society with a deadline of October 9.

KR will forward the nomination paragraph to the committee. A decision will be made during the next call.

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

KR, AH and FM presented a proposal to support individual students to participate at conferences. See Annex 2.

DL noted that the Asia-Oceania Neutron Scattering Association (AONSA) supports a young researcher fellowship (<http://aonsa.org/aonsa-young-research-fellowship/>). The fellowship funds young scientists in the Asia-Oceania region within 8 years of the completion of their PhD to perform neutron research at major neutron facilities in the region (but not in their home country). This model would be interesting if a major donation was made to the NSSA (see previous minutes for background on potential donation).

For now, the executive committee, with input from BO, agreed to allocated up to 5K a year to supporting student attendance at conferences. Selected recipient would receive a minimum amount of \$500. Reimbursement would occur after participation to the conference.

Following a question from MH, DL clarified that this funding mechanism would be in addition to the support currently provided from DOE and NIST to support student attendance at the ACNS.

The next step on the process is to create a webpage. KR noted that while it would not be trivial to manage a fully automated on-line application system, it would be straightforward for the applicants to download an application form from the NSSA website that they would then submit to KR.

Once the application procedure is established, the program will need to be advertised on multiple website.

FM will update the initial draft (Annex 2) and circulate to KR and AH for comments prior to submitting to the committee for review.

6. Bylaws (MH/DL)

The bylaws document, in word format, is up on the google drive. The committee is invited to make suggestions as comments in google docs so MH can keep track easily

The updated document will then be share with the society before a voice vote at the ACNS2020.

7. Google drive (FM/All)

Everyone confirmed access to the recently created folders.

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

Treasury: no update

Membership: no update

Communication: KR: neutron news article is ready to be published.

DL mentioned that going through the membership list to assemble the prize committee she came across a lot of incomplete information. FM suggested to request the research ORCID when joining the society to help address this long-term issue.

DL informed the committee that SNS will display material from the NNSA at their booth during the MRS fall meeting to be held in Boston. FM will coordinate with Crystal Schroff for an NNSA roll up banner and NNSA poster printed on letter format will be presented.

9. 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.	09/2019	2
3	All	ACNS2020: - Propose plenary speaker names	08/2019	3
4	KR/AH/FM	Conference support for students - Update program outlines - Develop webpage	09/2019	5
5	KR	Email student/post-doc nominations to the committee prior to the next conf call	09/2019	4
6	MH/All	Make edits as comments to the bylaws uploaded in Google Drive.	09/2019	6

Annex1 – Prize teams proposed

Shull prize:

Chair: Alan Goldman (Ames)
Nitash Balsara (UC Berkeley)
Julie Borchers (NIST)
Robert McGreevy (ISIS)
Janna Maranas (Penn State)

Sustained research/Science prize (same committee):

Chair: Norm Wagner (U DE) – last year's winner
Pengcheng Dai (Rice)
Stephan Rosenkranz (ANL)
Hubert King (Exxon)
Marina Tsianou (Buffalo-SUNY)

Outstanding student:

Chair: Alannah Hallas (UBC) – last year's winner
Daniel Shoemaker (UIUC)
Angus Wilkinson (GATech)
Kate Page (UTK)
Christina Hoffmann (ORNL)

Fellows committee:

Chair: Martin Greven (U Mn)
Meigan Aronson (UBC)
Mike Rowe (NIST)
Mike Fitzsimmons (ORNL)
Suzanne te Velthuis (Argonne)

Annex 2 NSSA Travel award – Guidelines and Instructions DRAFT

Requirements:

- NSSA member (4+ year graduate student or post-doc)
- 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 (e.g. ACNS, ICNS, etc.)
- 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 lab

Only complete application will be reviewed

Application evaluation feedback is not provided

All decisions are final

Travel funding is paid on a reimbursable basis.

Supporting document:

Applicant's Abstract

Applicant's CV

Applicant's Statement (justification for attending conference)

Supervisor's letter justifying participation and needs for funds

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:

Chair + X review committee members;

Duration 2-year

Members to include members of the NSSA ex com (e.g. membership and treasury) and reviewer from academia and national labs.

Review committee to be diverse (science area, geographic area and gender)