CNMS UEC Agenda – Thursday, May 21, 2020
12:00 pm Eastern Time

Participants (attendees in blue)
Chair – Matthew McDowell (Georgia Tech)
Vice-Chair – Joshua Agar (Lehigh U.)
Secretary – Zach Hood (Argonne Natl Lab)
At-Large Members:
Veronica Augustyn (North Carolina State U.); Kelsey Hatzell (Vanderbilt U.); Shengxi Huang (Penn State); Saban Hus (U. Texas, Austin); Josh Kacher (Georgia Tech); Peter Maksymovych (CNMS, ORNL)
Past Chair, *ex officio* **member –** Rafael Verduzco (Rice U.)
CNMS (non-members) –Brad Lokitz, Sandy Lowe, Tracy Whitaker, Karren More, Bobby Sumpter
Industrial Liaison Member: Christopher Jacobs (B/S/H Home Appliances)

Welcome: (Matt)
CNMS and ORNL Operations Update:(Karren)
- Phase 1 of operations reopening just started
- Remote operations with users are going well and they have been able to complete their work
- User projects are still being accepted, rapid access has been going well, and PIs were notified their projects will be automatically extended through the year due to COVID-19

User Meeting Organization and Planning (Brad and Matt)
- The UEC has moved forward to implement and have a (virtual) User Meeting scheduled for Monday, August 10th - Wednesday, August 12th for three days instead of two
- The committee has confirmed most of the invited speakers and plenary talks. They have all agreed to do their talks by virtual platform

Tentative schedule (Matt) *draft schedule distributed earlier*
- The user meeting agenda structure was discussed
- We plan to remove the third plenary lecture and replace with a talk by DOE
- Schedule will be mostly finalized by next month

Poster Format
- Participants will prerecord single posters
- Participants will present 1 to 2 slides, and have 1 to 2 minutes to present their talk
- Posters and prerecording will be submitted 1 to 2 weeks prior to the meeting
- Zack will merge all submissions into one presentation for UEC members to review
- UEC members are needed to quickly evaluate and select the top 5 to compete for awards

Abstract deadline/advertising
- Deadline is June 30, 2020
- UEC members make sure to let people know about the upcoming meeting
- There will be no registration fees for the meeting

Other related items
- **Whova App discussion for virtual meeting** (Brad/Matt)
- Whova App seems to be the best choice to host the meeting
- The app was recently used for CFN virtual meeting and some of the features included, down loadable app, links to the agenda, sponsors, emails to participants, links to talks, chat functions, and Q & A sessions
- The app allows us to change the dynamics of the meeting and is a very effect way to organize the meeting

CNMS Staff Awards

- Entries from CNMS "Thank a Staff Member" has entries and could be considered

Suggestion box

- Nothing to add

New business

- Nothing to add

Action Item

- Brad will pursue the Whova App for the user meeting

Adjourned 12:55pm Eastern Time

Next Conference Call: June 18, 2020, 12:00pm, Eastern Time