CNMS UEC Agenda – Thursday, October 17, 2019
12:00 pm Eastern Time

Participants (attendees in blue)
Chair – Rafael Verduzco (Rice U.)
Vice-Chair – Matthew McDowell (Georgia Tech)
Secretary – Zach Hood (MIT)
At-Large Members:
Joshua Agar (Lehigh U.); Shengxi Huang (Penn State); Saban Hus (U. Texas, Austin); Josh Kacher (Georgia Tech); Marina Leite (U. Maryland); Peter Maksymovych (CNMS, ORNL); Judson Ryckman (Clemson U.)
Past Chair, *ex officio* member – Eric Formo (U. Georgia)
CNMS (non-members) –Brad Lokitz, Sandy Lowe, Tracy Whitaker, Sean Hearne, Karren More, Bobby Sumpter
Industrial Liaison: Vikram Bedekar (Timken Co.)

CNMS Update (Brad)

- Organizational Changes *effective November 1, 2019*
  - Sean Hearne will become the director of the Materials Science and Technology Division (MSTD)
  - Karren More will become the director of the CNMS
- User Program Assistant
  - Tracy Whitaker will begin assisting Brad and Sandy with the User Program; primarily with the on-line meetings; being an organizing force for the User Meeting; and production of a User Newsletter
  - Tracy is also the Administrative Assistant for the Functional Hybrid Nanomaterials Group
- BES Facilities Questionnaire is due today. Sandy will distribute to Rafael and Zach for review and planning for the year-end report
- Proposal Call
  - Deadline was Wednesday, October 16
  - We received 156 proposal via the new on-line proposal system
  - Comments have been positive!
  - We have been using the system for Rapid Access submissions prior to the open Call
- On-line Proposal System
  - We have requested additional funds for FY20 to enhance/add functionality
  - Items on the list include a reporting module and a more refined automated reviewer selection

UEC Election Update (Brad)

- Current status of election discussed; election closes October 30th
  - Open positions: Vice Chair; Secretary; Industrial Liaison; 2 At-Large members

2020 User Meeting

- Discussion of 2019 meeting structure: Options for more engaging meeting
  - Change of venue options for 2020: Conduct meeting away from CNMS
    - Hold meeting at the Conference Center on the main campus
    - Move to the JIAM at the University of Tennessee
      - Check cost and tour facility (Brad)
      - Rooms will need to be reserved early
    - Second day sessions could be organized by staff; workshops are also an option
    - Vendor sponsorship discussed: Brad/Sandy will explore the process with the Conference Office
  - Move the Townhall meeting to lunch; the UEC meeting could be held at breakfast
- **Subcommittee for 2020**: Rafael Verduzco, Josh Agar, Matt McDowell, Zach Hood, Brad Lokitz
  - Newly elected UEC members and CNMS staff members will have the opportunity to participate on the subcommittee

Suggestion box – nothing new to report

New Business

- User Newsletter will be started back on a quarterly basis
  - Be thinking about the structure – what would users be interested in receiving?
    - Such as equipment/capability updates; incoming equipment; highlights of staff and users
    - 1-2 pages with links to CNMS site for more information on topics
  - **Subcommittee:** Rafael Verduzco, Matt McDowell, Zach Hood, Brad Lokitz
- Physics Dorm was closed on October 1st
- Information for long-term users needed on website; recommend using their own car or renting a car

Adjourned 12:45p Eastern Time

Next Conference Call: November 21, 2019, 12:00pm, Eastern Time