CNMS UEC Agenda – Thursday, June 18, 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 Proposal Call Update (Brad**)**

- CNMS recently had a high record number of proposals
- UEC discussed ideas and other methods to help improve reviewer participation for proposals
  Possible ideas –
  - Create an executive committee to review proposals
  - Have the UEC volunteer to review proposals the next proposal call
  - Have the review committee conduct virtual or onsite meetings
- Brad will work on this with some UEC members

User Meeting Planning Updates (Matt)

- The agenda for the user meeting is almost finalized
- The meeting will be held August 10th – 12th, 2020 in the afternoon EST

Virtual Poster Session Details (Zach)

- The poster session will be accessible all week on Whova
- All poster presentations will be prerecorded maximum of 5 minutes
- Participants will present 3-4 slides using voiceover, embedded in Whova App
- Submissions are requested 2 weeks prior to meeting for UEC review
- Top 5 will be selected to give talks and invited back to participate in day two's afternoon session
- Day two participants will give 7-8-minute talks and be ranked accordingly for awards next day
- Submission guidelines are posted on the CNMS User Meeting website
- UEC members will be needed to watch videos ahead of time and choose winners

Registration Current Update Numbers (Sandy**)**

- 131 registered participants and 2 abstracts submitted
- UEC member please share with students and others to register for the meeting

Introduction to Whova app (Matt/Sandy)

- The Whova app has been setup for the meeting
- The layout of the app is user friendly and professional done
- Speaker bios and photos are currently underway
- The mobile app allows participants to connect with other participants
- Various features of the App were shared with the UEC
- Whova page will soon be made live

Visual layout (Matt)

- Volunteers are needed to help with visual layout and color scheme of the page. Please email Matt if you have expertise in graphic design and interested.

CNMS UEC Nomination Details (Matt**)**

- Nominations are normally solicited in the Fall at the User Meeting. This year nominations will be advertised in the Whova app to increase numbers.
- UEC is looking for additional volunteers to help moderate sessions please email Matt
- Veronica has volunteered to help moderate sessions

New business

- Nothing to add

Suggestion box

- Nothing to add

Adjourned 12:32pm Eastern Time

Next Conference Call: July 16, 2020, 12:00pm, Eastern Time