

CNMS UEC Agenda, Thursday, April 7, 2016

12:00 pm Eastern Time

Participants (attendees in blue)

Chair – Molly Kennedy (Clemson U.)

Vice-Chair – Lane Martin (U. California, Berkeley)

Secretary – Yang Zhang (U. Illinois)

At-Large Members:

Alex Belianinov (ORNL/CNMS); Kathrin Dörr, (MLU Halle-Wittenberg); Eric Formo (U. Georgia); Enrique Gomez (Penn State U.); Megan Robertson (U. Houston); Evgheni Strelcov (NIST); Rafael Verduzco (Rice U.)

Past Chair, ex officio member – Nazanin Bassiri-Gharb (Georgia Tech)

CNMS (non-members) – Tony Haynes, Brad Lokitz, Hans Christen, Sandy Lowe

- **Review planned agenda and add any items missed** (All)
- **Change of upcoming meeting dates** (Molly)
 - Slight alteration to the UEC meetings: 4/7, 5/5, 6/2, 6/30, 7/28
 - Molly proposed to change July (7/7) and August (8/4) meetings to the dates highlighted above *pending any immediate objections emailed to Molly* – will be standard time (12pm Eastern)
- **News from CNMS** (Tony)
 - 2016B Proposal Call launched on March 16; deadline is Wednesday, May 4
 - Neutron Sciences proposal call deadline is April 13 and the new CNMS Appendix will be active in this cycle for characterization facilities
 - Triennial Review Updates
 - Tony posted the review documents and the Agenda (DropBox)
 - UEC participation in working lunch on April 27 (onsite: Molly, Lane, Yang, Eric)
 - Please send any issues or items that need to be addressed to Hans prior to the onsite meeting
 - How to prepare?
 - The review committee had a list of talking points to discuss during the last review - *Molly*
 - Basically the committee wants to see that the UEC plays an active role in the center - *Hans*
 - UEC members that will be onsite should meet Tuesday evening (4/26) – *Lane*
 - Good idea! More to come on time and location
- **User Suggestion Box** (Tony)
 - An instrument without a service contract went down after Christmas and has just recently been repaired
 - Resulted in a user complaint in the Suggestion Box regarding lack of service contract on CNMS equipment and poor plan to repair/replace such equipment
 - There were communication issues as well as a service contract issue
 - Moving forward not only the user, often a student, but also the PI of the project needs to be informed of instrument outage since PI is responsible for progress of project
 - Service contract does not eliminate possibility of extended downtime; examples cited
 - When we have equipment without a service contract, should they be removed from the capabilities list? If not, then backup plan is needed in advance
 - Perhaps build a network with the other user facilities to support urgent project needs of instrument use during downtime
 - Networking is fairly straightforward within ORNL or with other NSRCs if CNMS becomes aware a user has a particularly urgent need
 - Pre-determine a backup plan for all equipment
 - Are projects tracked on whether they were successfully completed?
 - Not at completion but two checkpoints CNMS currently has are: (1) PI is notified 4 months into project to contact User Program Office if they experience schedule difficulties; and (2) PIs receive application for project extension after 12 months which asks about any barriers experienced
 - CNMS has the User Survey as well as the Suggestion Box; CNMS does not require a close-out report.
 - How can we better reach out to the people who are having problems? – to keep them from walking away without CNMS even knowing there were problems?

- An additional statement will be added in the 4-month email that Tony sends to the PI (Getting Started) indicating that the user(s) and/or PI can also contact the UEC directly regarding any issues
 - Independent Ombudsman?
 - Other ideas?
 - *Further discussion tabled until May meeting*
 - **Update on CNMS user meeting subcommittee progress** (Eric and Enrique)
 - Review invited speaker list for approval
 - Directed Assembly of Materials and Interfaces (Leads: Enrique, Megan, Lane)
 - Observing and Controlling Matter at the Nanoscale (Leads: Eric, Kathrin)
 - Electronic and Ionic Processes (Leads: Evgheni, Rafael, Lane)
 - **Speaker list is approved**; informal invitations will be sent by symposium organizers by **April 15**
 - Review announcement – **send any changes to Molly by Noon, April 8**
 - Workshops submitted
 - Deep Data in Materials Characterization
 - Direct Write Nanofabrication
 - Density Matrix Renormalization Group 101: Introduction to Theory and Practice
 - Subcommittee is authorized to proceed with plans for all three and notify organizers
 - Website was launched- <https://www.ornl.gov/facility/cnms>
 - Several initial comments have been addressed
 - Remaining item: should be easier to find UEC page
 - Pending proposal to add CNMS User Group under 'ABOUT' tab was approved
 - Discussion of additional comments - none
 - Newsletter (Brad and Yang):
 - Due to the upcoming review, the next issue will be rescheduled for June to promote the User Meeting
 - Adjourn, 1:05p EST
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Subcommittee Appointments: Leads are **Bold**

- User Meeting Team: Bobby, **Enrique, Eric**, Evgheni, Kathrin, Lane, Megan, Molly, Rafael, Yang, Nazanin
- Graduate Student Poster Session at User Meeting: **Evgheni**, Megan, Bobby, Eric
- Newsletter: **Brad**, Yang
- LinkedIn: **Alex**, Yang, Molly
- User Satisfaction Survey Analysis: **Molly**, Lane, Kathrin, Nazanin
- CNMS Strategic Plan and Review Document to be sent to Hans: **Molly**, Lane, Nazanin
- Minutes from UEC Meetings and Agenda: Sandy, Tony, Molly, Lane, Yang, Brad

Next Conference Call: May 5, Thursday, 12:00pm, Eastern Time