UEC Conference Call Minutes, Wednesday, October 13, 2010
11:00am – 11:45am EDT

Participants (attendees in blue)
Chair – Venkatraman Gopalan (Pennsylvania State U.)
Vice-Chair – Mark Dadmun (University of Tennessee)
Secretary – David Bucknall (Georgia Tech)
At-Large Members –
Rosario Gerhardt (Georgia Tech); Tony Hmelo (Vanderbilt University); Bin Hu (University of Tennessee); Ronald L. Jones (NIST); Alamgir Karim (University of Akron); Martyn McLachlan (Imperial College, London); Scott Retterer (ORNL/CNMS)
Past Chair, *ex officio* member –
Hai-Ping Cheng (U. Florida)

CNMS (non-members)- Tony Haynes; Laura Edwards; Sandy Lowe

- Revision of Bylaws for 2-year terms (sent by email for review prior to meeting)
  - Motion to accept revisions - Mark Dadmun; Venkat Gopalan seconds the motion
  - All attendees in agreement to accept draft of revisions as proposed for the ballot
- UEC Election, including amendments to Bylaws
  - Discussion of email text and online ballot
  - Could a drop down or mouse over work to display the candidate statements? **Lowe/Haynes** will check various possibilities
  - Include on ballot the reason for increasing term of office to 2 years: "in order to improve continuity and institutional memory"
  - Go live after changes
- Feedback on 2010 User Meeting
  - What worked
    - Everything went smoothly
    - Workshops were well attended and attendees were engaged
  - What didn't work
    - Attendance was not strong during talks
    - Set the user group "town hall" meeting at a time other than during lunch
    - Parallel sessions – to be avoided if possible
  - **Haynes** to work with **Bucknall** to finalize minutes of 9/13 UEC business meeting
- User Newsletter- planning for Dec/Jan issue
  - Should aim for December since subsequent newsletter will be in late March, early April
  - Include summary of CNMS Community Survey comments in next issue
  - Planning arrangements for the next issue *deferred* until the next call

Next Call – discuss any action items regarding the CNMS Community Survey

Next Conference Call – Wednesday, November 10, 2010 at 11:00am Eastern Time