UEC Conference Call Minutes, Wednesday, August 10, 2011
10:00-11:00am EST

Participants (attendees in blue)
Chair – Mark Dadmun (University of Tennessee)
Vice-Chair – Martyn McLachlan (Imperial College, London)
Secretary – Tony Hmelo (Vanderbilt University)
At-Large Members –
Nina Balke (ORNL/CNMS); David Bucknall (Georgia Tech); Marco Buongiorno Nardelli (North Carolina State University); Michael Hickner (Penn State); Ronald L. Jones (NIST); Vivek Prabhu (NIST); Colin Wolden (Colorado School of Mines)
Past Chair, *ex officio* member – Venkatraman Gopalan (Penn State)
CNMS (non-members) – Tony Haynes; Laura Edwards; Sandy Lowe

- Welcome to Sean Smith
- News from CNMS
  - Results of last proposal call
    - 132 received; 92 proposals approved (70% approval rate)
- User Meeting
  - Speaker list and preliminary agenda distributed
  - Registration is open
    - Sandy will send the UEC an email discussing registration and travel information
  - UEC lunch meeting
    - 1 ½ hours allocated for discussions
    - Topics: Agenda will be set with Dadmun and CNMS; to include elections; the next survey, etc.
  - Town Hall meeting
    - 4:15p is the scheduled meeting time
  - Elections – replace Vice-Chair (Martyn will move to Chair, Mark will move to Past Chair, Venkat will rotate off). Replace Secretary and 3 at-large (Hmelo, Bucknall, Hickner, Jones) – all future terms are rotating two year terms.
    - Nominations solicited by: mass email to users; emails from UEC members; discussed at the User Meeting
  - Survey – do you still want to include a paper version in the registration packet?
    - Propose to take out the timing of the 2 calls (schedule is well set)
      - Agreed to remove questions
    - View the survey from the CNMS site
      - Let Laura know if any changes need to be made by August 19
- Newsletter – rough draft soon, sent by August 26 (last one 1180, 8/2/11)
  - Draft to review targeted for distribution 8/15 or 8/16 - Laura
  - Welcome to Sean (T. Haynes) and from Sean
  - Proposal update – 2011B and next call
  - Events - User Meeting – dates, info, registration, Town Hall, election, survey
  - Research Highlights
  - Staff Highlights – Gonzalo, Early Career Award; Sean Smith, Division Director;

    - What's New – Guest House, new tools
- Schedule for telecons
    - Fall schedules – will need to open a doodle poll
    - 10-11 is a good timeframe to set aside; M-F

Next Conference Call – Thursday, September 8, 10am EST