UEC Conference Call Minutes, Wednesday, March 2, 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

- Face-to-face meeting (doodle poll): April 18-May 27
  - Wednesday, May 4 is the date selected for the meeting
  - Agenda items will be discussed during the next call
  - NOTE - Travel will only be available via CNMS for 1 on-site meeting. Which timeframe would you like for this meeting? May or during the User Meeting?
- User Meeting: September 19-20 with workshops 21-23
  - Plenary speaker suggestions
    - Muthu Kumar (UMass)
  - Invited speaker suggestions from CNMS staff
    - To be discussed at Theme Meeting, March 4
  - Note: Start oral sessions with Group/Theme lead talk (45 min talk)
    - Kunlun Hong and Peter Bonnesen
- Next issue of User Newsletter
  - Welcome from Mark – to Laura by March 11
  - New proposal call
  - Upcoming Events – dates for user meeting
  - Research highlights – (suggestions to Laura this week, if any)
  - Staff highlights -suggestions
    - Peter Bonnesen
    - Peter Maksymovych
    - Viviane Schwartz
  - What's new
    - guest house progress
    - equipment – more technical details (which tools)?
      - In situ TEM (SHaRE equipment highlight) – Neil DeJonge (Vanderbilt)
  - **Schedule**:
    - March 15 – initial version due to UEC
    - March 18 – initial version comments due to Laura
    - March 28 - final version of contents to UEC
    - March 30 – files to Sandy to code, corrections as needed
    - April 6 - final check
    - April 7 - distribute
- Follow up to User Community Survey
  - plan to gather responses and distribute to appropriate groups for responses by next newsletter – will be a separate article in newsletter (follow-up to user survey)

Next Conference Call – Wednesday, April 6, 10:00am EST