UEC Conference Call Minutes, Wednesday, January 7, 2011
11:30am – 12:30pm 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

- News from CNMS- Sean Smith to be new director, results of proposal call (96/166, 10 SNS)
- Set schedule for monthly telecons
  - First Wednesday of each month, 10am EST
- Current issue of User Newsletter
  - Suggested button on website for archived newsletters
  - Survey response – add link to survey with summary of questions (NIST style)
  - Intros – add links to individual sites
- Next issue of User Newsletter - late March
  - Welcome – Mark and/or new division director
  - Proposal update – new call
  - Upcoming Events – dates for user meeting
  - Staff/theme highlights
  - What's New – Guest house?
  - Survey response
  - Research highlights
    - press releases
    - send 2 highlights from each theme to choose from
    - poll the users for submissions
- Implementation of staggered 2-year terms for Secretary plus 7 At-Large members
  - Suggestion: Hmelo, Bucknall, Jones – have served before and get first right-of-refusal for one year term or two year term.
  - Hmelo and Bucknall agreed to 1 year term (Dadmun will ask Ron Jones his preference)
  - Remainder TBD by Dadmun and consensus
- Follow up to User Community Survey – plan to gather responses and distribute to appropriate groups for responses by next newsletter
- Face-to-face meeting (Doodle results):
  - 5/2/8 at CNMS
    - Doodle poll for availability for the weeks April 18 – May 30
  - 3/1/8 Dallas APS
  - 2/1/8 no need to meet
- Dates for 2011 User Meeting – CINT meeting is 9/14-16, pushes us to 9/19-21
- New business
  - Would like to see workshops/tutorials available throughout the year – they are very useful and there is a high interest (Marco)

Next Conference Call – Wednesday, February 2, 10:00am EST