CNMS UEC Agenda, Monday, December 5, 2012
10:00 am Eastern Standard Time

Participants (attendees in blue)
Chair – Martyn McLachlan (Imperial College, London)
Vice-Chair – Tony Hmelo (Vanderbilt University)
Secretary – Milan Buncick (AEgis Technologies Group)
At-Large Members –
Nina Balke (ORNL/CNMS); Nazanin Bassiri-Gharb (Georgia Tech); Marco Buongiorno Nardelli (University of North Texas); Michael Hickner (Penn State); Ichiro Takeuchi (U. Maryland); Vivek Prabhu (NIST); Colin Wolden (Colorado School of Mines)
Past Chair, *ex officio* member – Mark Dadmun (University of Tennessee)
CNMS (non-members) – Tony Haynes, Viviane Schwartz, Sandy Lowe

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- **News from CNMS** (Haynes)
  - Proposal call 2013A status
    - 161 were received; 10 were not feasible; 2 were ShaRE only
    - Reviews were due November 30th – still have some that are out
- **UEC Feedback on Annual report to BES**
  - Action from last telecom: UEC review report (distributed earlier) and bring comments/questions to Dec. telecom
    - Note preference for CNMS to be open past 5pm (assuming cleanroom)
    - Possible conflict of interest for CNMS staff involved in allocating time for user proposals also competing against users for facility time
    - LRN – training system: Review charging process; can users review recertification list?
- **Proposal Review Committee composition**
  - Assure fairness and independence
    - Now: We invite reviewers; do not list a term; prefer familiarity with CNMS; ask GL for suggestions; PI's also suggest optional reviewers not on the PRC; review for COI
    - Suggestions:
      - Engagement of UEC in identification of new reviewers
      - Request PI's to serve or be available to serve on the Proposal Review Committee
      - Solicit suggestions from Users (from proposals?), to be vetted by UEC
        Action: think about implementation and discuss during Jan. telecon
- **Information for new UEC members**
  - Will soon be receiving information from the incoming Chair about activities that are planned for the coming year.
- **Scheduling 2013 Telecons**
  - Current schedule would be January 2 (most UEC members would not be available)
  - Delay one week to January 9, 10am (subsequently polled all 2013 members and changed to 11:00 EST)
  - Feb-Aug now or defer to January?
    - Discuss Feb-Aug schedule during January telecom
- **NUFO** – will anyone attend to represent CNMS? Will discuss at next telecon when more information is available regarding the schedule

Next Conference Call: Wednesday, January 9 at 11:00 EST