CNMS UEC Agenda, Monday, August 1, 2012
11:00 am Eastern Daylight 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 NorthTexas); 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, Sandy Lowe, Sean Smith

- **2012 User Meeting**
  - Call for abstracts- selection process (preview of sample ballot was distributed prior to telecon)
    - 10 slots available for the oral sessions; UEC to vote on abstracts, along with CNMS Group Leaders, Director, and Principal Scientist
    - Abstract ballots for talks – will make first cut based on interest expressed by ballot; second cut will be made via telecon to refine balance of topics and institutions
    - Abstract packages will be distributed ~ noon August 2 along with a url to vote - **Sandy**
    - Limited capacity for posters – Post-Deadline abstracts will be accepted for posters on first-come basis until the available poster space is filled (capacity is approximately 35-40 posters)
  - Telecon scheduled for Monday, August 13 at 11:00am Eastern time (UEC was polled for availability)
  - Disposition of late abstracts?
    - Abstracts received after August 1 – will be accepted for posters on a first-come basis until the slots are filled
- **UEC On-Site Meeting agenda for 9/14**
  - Friday, Sept 14 "lunchtime" – starting ~ 11:40a to finish by 1pm
  - Reviewed 2011 agenda as on p. 5 of http://cnms.ornl.gov/uec/CNMS_UEC_Meeting_09-19_11_minutes.pdf
  - Priorities for 2012 UEC meeting are Update from CNMS, including status/needs for Triennial BES Review, and UEC Goals for 2013, including review of 2012 activities
  - Agenda planning for the Town Hall meeting will occur prior to the User Meeting either during regular September telecon or on Thursday evening 9/13 instead of during the 'lunchtime' mtg
  - Town Hall meeting must include close-out of nominations for UEC election; status of nominations to be discussed during regular September telecon, AND either Thursday 9/13 (evening) or Friday 9/14 (lunchtime meeting)
- **Plan for 2012 Election**
  - Need to elect 2013 Vice Chair plus four At-Large Members (Balke, Buongiorno Nardelli, Prabhu, Wolden); also Dadmun rotating off
  - Call for nominations to be distributed to User Group next week over "signatures" of Martyn and Tony - **Sandy**
- **Monthly telecon schedule for Fall term- poll needed? Yes - Sandy**
  - Options: 10a, 11a, 12p Eastern on first Tues, Wed, Thurs of each month
- **Upcoming discussion**: during September telecon –discuss option to hold UEC meeting on Thursday evening (Sept 13) with UEC members that will be at CNMS to cover topics of Town Hall meeting and nominations in order to save time during Sept 14 lunchtime meeting to address priorities listed above

Next Conference Call: August 13 at 11:00 EDT (abstract selection)