CNMS UEC Agenda, Tuesday, July 9, 2013
10:00 am Eastern Time

Participants (attendees in blue)
Chair – Tony Hmelo (Vanderbilt University)
Vice-Chair – Vivek Prabhu (NIST)
Secretary – Milan Buncick (AEgis Technologies Group)
At-Large Members:
Nina Balke (ORNL/CNMS); Nazanin Bassiri-Gharb (Georgia Tech); Mike Hickner (Penn State); Molly Kennedy (Clemson U.); Megan Robertson (U. Houston); Ichiro Takeuchi (U. Maryland); Rafael Verduzco (Rice U.)
Past Chair, *ex officio* member – Martyn McLachlan (Imperial College, London)
CNMS (non-members) – Tony Haynes, Viviane Schwartz, Sandy Lowe

---

- **News from CNMS** (Haynes)
  - Proposal Call results: 103 approved of 166 received (62%); notifications completed July 1
  - Start-Up checks for 2013A projects- Haynes emailed PIs on 7/3 to offer help if they were having difficulty scheduling project with Tech Contact; Haynes will follow up weekly until issues (if any) are resolved;
    suggestion was made to also look into the reverse poll, to get feedback from staff on good projects vs potential "problem" projects
  - Triennial Review- Sept 24-26: received official charge letter last week, mentions 1-hour meeting with users without facility management present (*it would not be UEC as a committee, but individuals representative of the user community and the UEC is an obvious pool of candidates to draw from*)
- **Report/feedback from NUFO Capitol Hill Exhibition** (Hmelo, Kennedy)
  - Positive impression of the process of setting up and engaging the congressional office visits; were well received; staff were positive about science generally; encountered a perception that the value of user facilities to the research community is due largely to the fact that they are available free of charge; UEC delegates pointed out that users bear expenses for travel to and stays at the facilities, i.e., there is a real "in-kind" cost
    Suggestions: (a) Possibly change terminology from 'no cost to the user' to 'no fee to the user other than travel costs', (b) Collect data to quantify the "in-kind" user cost and communicate to staff and user community
  - Poster exhibition on Capitol Hill was well attended, at least 10 congresspersons and "numerous" staff, much better than in prior years
- **2013 User Meeting status:** What is left to be worked? (Hmelo, Kennedy)
    - Are venues settled?- Program committee is expecting all events to be scheduled for the Conference Center
    - Poster session?- Need to get more information from the planning committee (available space, selection process, etc.)
  - Agendas for User Group Meeting and UEC on-site meeting (Hmelo, Buncick) *draft distributed earlier*
    - UEC meeting is Tuesday (noon); Town hall meeting is Thursday (noon)
    - Action- Buncick: Draft agendas reviewed and timescale to be added (possible consolidation of items);
      Hmelo: circulate to full UEC within next couple of weeks; possible telecon week of July 22?
- **Planning for 2014 UEC Election** (Haynes)
  - Call for nominations must open by July 17 in order to close at the end of user meeting - August 14
    - Bassiri-Gharb volunteered to email Users that were nominated last year but not elected to ask if they are still interested in serving
- **Contents for "User Guide"** (Hickner)- info on what to expect at CNMS- recommendation in UEC's report for BES review
  - UEC: Upon further review CNMS has a lot of information available on the website, perhaps navigation is the real issue? (new website about to roll out)? Should training overview be added to the site? Yes
    - New CNMS site should include ESH tab
  - **Sandy** (*after approval from Division Office*)- Provide UEC access to the new CNMS website for review/feedback

Next Conference Call: Thursday, August 1, 10:00am Eastern Time