CNMS UEC Agenda, Wednesday, September 4, 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

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- **User Meeting planning process and results** (Hmelo)
  - Lessons learned: what worked, what didn't?
    - Results: grandest user meeting overall; great technical program
    - Planning process: there was a struggle between the two user groups for identity – stronger drive from SHUG side, more people, more involvement so meeting/workshops ended up being more heavily neutron-oriented
    - Future points: Focus on different (nano) tracks; determine dates for 2014 and post now (for best involvement from industry and planning purposes for academic participants); central point of contact needed for arrangements; CNMS Town Hall meeting was placed at the end of the Neutron talks – focus on agenda timeline for high participation
  - Invite Karren More and/or delegate to participate in the remaining 2013 conference calls for discussions on the incorporation of ShaRE with CNMS beginning FY14 and in 2014 User Meeting planning (Hmelo motion; Kennedy seconds)
- **Elections:** (Haynes) *Attachments distributed via email*
  - Status of nominations discussed
- **User Newsletter** (Schwartz) *Attachments distributed via email*
  - Discussion of distributed draft newsletter; include dates for UEC election; Hmelo will provide opening remarks
- **Proposal Reviewer Status** (Schwartz)
  - A list of recommendations including areas of expertise will be distributed to the UEC
    - There are still some areas we need more recommendations (look for highlights in list to be distributed)
    - Separate list of ShaRE reviewers and expertise will be provided as well
    - Industry recommendations welcome
    - Any comments or issues - send to Viviane Schwartz by September 13
- **User Suggestion Box** (Haynes)
  - Process for handling future inputs
    - Take suggestions to the next Group Leader's meeting and discuss at next UEC telecon (assess the need; determine cost; evaluate priority)
  - Disposition of existing inputs = three suggestions for new equipment
    - XRD at low temperatures, < 50K – check status of this area
    - Micro-Raman, Wire bonder – will check with CNMS staff on current status
- **Enhancing the user experience** (Hmelo)
  - Deferred to next meeting

Next Conference Call: October 2, 2013