CNMS UEC Agenda, Wednesday, August 6, 2014
10:00 am Eastern Time

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

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- **News from CNMS (Haynes)**
  - Hans briefed the group on NSRC Directors' Meeting held July 24 at BES in Germantown; all NSRC directors presented their Strategic Plans and discussed recapitalization needs and strategies
  - Two CNMS staff members received personal visits and thanks from Hans and Bobby based on user feedback and their supervisors were notified
  - Status of project extensions for 2013B: process completed in July, 39 applied and approved
- **NUFO interactions (Vivek)**
  - Expo participants drafted two lists of recommendations for future events that will be sent later today to NUFO and CNMS management respectively; after having been circulated to full UEC for comment
- **User Newsletter- August issue (Viviane)**
  - Draft distributed 8/4 was approved by UEC; will be mailed to users next week
- **Plans for On-Site UEC Meeting (Vivek)**
  - Dinner meeting will be held on Sept 16; Adam and Kunlun will be invited in addition to Hans and Bobby
- **User Meeting 2014 planning (Haynes)**
  - Registration status (Haynes): 54 total registered so far = 50 for User Meeting, 24 for each workshop
  - Contributed abstracts (Haynes): total of 69 abstracts at deadline, 2 late abstracts
    19 submitted for oral presentations, 50 for posters including 28 for Best Student Poster competition
    Today is deadline for voting by UEC plus Group Leaders, 15 of 19 have voted so far
    Can accommodate maximum of 54 posters with poster boards along one side of hall and in C-152; may need to reject post-deadline abstracts
  - Discussed various options for refining schedule for Oral and Capabilities sessions
    acceptable modifications include: add 10 min to opening session for possible addition of BES rep;
    announce student poster winners during Town Hall meeting;
    increase time for contributed oral presentations from 15 to 20 min;
    single track all morning with Capabilities talks before Panel, dual track in afternoon only;
    swap RidgeDance to Tuesday afternoon if Capabilities talks are moved to Wednesday
  - Will need larger pool of judges for poster competition due to number of posters (~30), need to divide; UEC members should be prepared to judge unless they have a poster/student entered
  - Panel session: Hans, Bobby, Group Leaders with UEC moderator, some "starter" questions
  - Reminder: program planning telecon on Friday to set oral schedule and panel session
- **2014 Election Schedule, to include By-Laws (Haynes)**
  - Vice Chair plus 4 At-Large vacancies; Yes/No on By Law amendments
  - Distribute email Call for Nominations before August 20 and announce in User Newsletter
  - Annual update of User Group Membership list underway
- **Schedule for September-January telecons:** Doodle poll coming

Next Conference Call: day/time TBD, week of September 3