CNMS UEC Agenda, Wednesday, July 2, 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) – Tony Haynes, Viviane Schwartz, Sandy Lowe

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- **News from CNMS (Haynes)**
  - Proposal Call wrap-up: 201 proposals, 151 approved (75%), 1 approval pending 2nd review
    Received "only" 90% of reviews this time, leaving nearly 60 proposals with less than 3 reviews
  - Viviane started extension review process last week for year-old projects due to expire 7/31 (2013B)
  - Thank a staff member: two "thank yous" received 6/30 from one user, delivered to CNMS management; user reported learning about "Thank You" form from the User Newsletter!
- **Report from NUFO on Capitol Hill June 10 (Vivek)**
  - Vivek, Milan, Nazanin, and Molly provided a 2-page written report on lessons learned and recommendations for future participation, covering both congressional office visits and exhibition
  - Vivek will divide into key recommendations for NUFO, for CNMS, and for future attendees
  - NUFO arranged ~50 congressional office visits in total with CNMS UEC accounting for 9 of those
- **User Meeting 2014 planning (Haynes+Nazanin)**
  - Registration/Abstract status (Haynes)
  - Sandy will collect Invited/Plenary abstracts while making travel arrangements for invited speakers
  - Outline of program schedule for website/2nd announcement – reviewed and approved draft for release
  - Abstract review/selection process- reviewed the calendar agreed in May telecon (see Important Dates below), and agreed to use same voting process as 2012 involving UEC and CNMS Group Leaders
  - CNMS Capabilities talks and/or posters- Haynes will solicit talks at GL meeting for 30-min session
  - Judges for poster competition- send suggestions to Nazanin
- **Plans for On-Site UEC Meeting (Vivek)**
  - Vivek presented a preliminary list of agenda items
  - Invite Hans and Bobby to discuss status and future of CNMS (Haynes)
- **Election Schedule, to include By-Laws amendments (Haynes)**
  - Open positions: Vice Chair plus four At Large positions (Nina, Molly, Megan, Rafael)
  - Call for nominations must be distributed by Aug 20, four weeks before User Meeting
  - Sandy will work with UEC Secretary to prepare and collect online ballots as in past years
- **User Newsletter- August issue prep (Schwartz)**
  - Send suggestions for article topics to Viviane (all)
  - Newsletter should be distributed week of Aug 11 to include Call for UEC Nominations

Next Conference Call: August 6, 2014, 10:00am (Eastern Time)

Other Important Dates
July 30 – Abstract Deadline
August 6 – Abstract voting deadline
August 8 – Abstract Selection teleconference