

CNMS UEC Agenda, Thursday, January 9, 2014

11:00 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, Hans Christen, Sandy Lowe

- **News from CNMS**

- Introduction of the new CNMS Director – *Welcome Hans Christen!*
- Introduction of new UEC members – *Welcome Zheng Gai and Ray Unocic!*
- Proposal call results (Haynes)
 - Received 135 proposals; 104 were approved (77%); notifications were completed December 18, eight weeks from proposal deadline (Oct 23)
 - Applications for extension of 2013A are being accepted for review, should be completed by January 24
 - Cleanroom equipment service contracts have been reviewed and selectively approved to move forward

- **Summary report on 2013 User Satisfaction Survey** (Buncick) *distributed via email*

- Response rate to the survey was ~40%; Satisfied/Very Satisfied has been increasing and now exceeds 95% in all 4 areas
- Overall response is satisfactory; requests made for extended hours and weekend access
- The following items will be discussed with Hans and update provided at next meeting – **Haynes**
 - Is there a mechanism to ‘thank’ the staff members who do an excellent job working with the users?
 - Possibility to consider: under User Program tab on the web site – add link “Thank a Staff Member” which would open to a template to complete; name and contact information would be required on the form (for verification), but could be submitted to the staff member anonymously
 - Suggestion to interview users and include video on CNMS prompt in the lobby

- **Amendment to By-Laws** (Hmelo) *Charter distributed via email*

- UEC vacancies, resignations, tied elections, ...
 - Review Charter and include specifications for At-Large vacancies; Subcommittee of **Hmelo, Bassiri-Gharb, Kennedy** to prepare proposed amendments for discussion at next meeting

- **January User Newsletter** (Haynes for Schwartz)

- Schedule and contents
 - Research highlights have been selected; staff and user spotlights are underway
 - Content to include welcome message from incoming UEC Chair; message from new Director; feature on new and upgraded capabilities = move of equipment to 3625; User Meeting dates (hold Sept. 15-19)
 - *If Viviane has requested content from you, be sure to send it to her by January 13!*
 - Draft for review and comments will be distributed by week ending January 24 - **Viviane**

- **User Meeting 2014 planning** (Haynes)

- Meeting will be solely CNMS – conference rooms are held for August 11-15 and 18-22; September 8-12 and 15-19
- Request for venue in 8600/8610
- Week of **September 15-19** was selected

- **User Suggestion Box**

- Nothing new to report (*December status listed below for info*)
 - **NEW**- A 4 circle diffractometer with an area detector
 - Low temperature XRD (50 Kelvin) – check status of this area
 - Micro-Raman – will check with staff member on current status

- **Focus on User Meeting planning** in upcoming telecon meetings – be thinking of topics and speakers!

- **Scheduling Spring telecon** – **Sandy will set up a poll**

- looking at the first week (Tues-Thurs; 9-12pm EST)

Next Conference Call: TBD