# SHUG EC minutes, meeting 11/13/14

**Attendees (online):**

External: Hillary Smith, Katie Weigandt, Allen Scheie, Igor Zaliznyak, Yulia Zaikina, Benjamin Frandsen, Michelle Dolgos, Grace Longbons, Nairiti Sinha, Amy Xu

ORNL Attendees: Naresh Osti, Janell Thomson, Jon Taylor

**Discussion items:**

1. (11:30) Discussion on whether to delay the voting for officers from January to February, so that the new SHUG members can have one meeting to get used to what SHUG does before there are appointments to vice-chair or secretary. This will require a change to the SHUG bylaws, which stipulates that the term begins January 1. Alternate suggestion is to invite the newly elected members to the December meeting, and informing them that the first meeting will include a vote for the officers.
2. (11:40) Discussion over election of new members. We will send reminder emails to vote in the election, which closes Nov. 29. Suggestion to specify in the email which members are leaving.
3. (11:43) Plans for finalizing the report from the on-site visit. Mingda has assigned us sections to proofread, and a few sections remain to be written. Discussion of whether the document is too long and has too many recommendations; Igor volunteers to condense the recommendations.
4. (11:50) Discussion of the STS town hall. Hillary has access to a draft agenda. Janell suggests including more detail on the registration website, which is currently fairly generic. Discussion that SHUG will provide facilitators to each breakout session, and volunteers are gathered to be facilitators (just to organize discussion, not be expert in the room). Ben will set up a poll so that participants can submit feedback (Mingda’s suggestion).
5. (12:01) Minutes approved from last meeting.
6. (10:05) Starting to think about the user meeting for next year. Janell working on selecting a venue and a date, suggests starting to think about sessions and topics.
7. (10:06) Jon suggests that SHUG-EC write a letter advocating for the neutron-Xray school’s importance. DOE has pulled the funding from this. ORNL is still endeavoring to run the school, but it will be more challenging without funding.