# SHUG EC minutes, meeting 9/11/14

**Attendees (online):**

External: Hillary Smith, Rebecca Dally, Allen Scheie, Grace Longbons, Nariti Sinha, Ben Frandsen, Katie Weigandt, Igor Zaliznyak, Mingda Li

ORNL Attendees: Osti Naresh, Janell Thomson

**Discussion items:**

1. (11:00) Discussion over the breakthrough symposium on Sept. 19. Rebecca D. agrees to be moderator.
2. (11:09) SHUG election. Need to solicit nominations. Traditionally was responsibility of Vice-chair, it was responsibility of SHUG to make sure there is broad representation. We should all think of others who would be good members of SHUG-EC. (Rotating off: Naresh, Amy, Rebecca, Igor.)
3. (11:12) Starting to plan for user meeting next summer. We need a tentative date in order to get reservations. Early August is typically the date, and seems to work well for everyone. Need to identify people for organizing committee. (Ben, Hillary, & Nariti volunteer.) Joint meeting with CNMS, will organize a virtual meeting later in the fall to discuss with them.
4. (11:17) Report for onsite visit. We all need to finish writing sections, and hold a meeting offline to discuss recommendations that we want to make. Discussion of how to appropriately word the recommendations, and fulfill our role to the ORNL leadership. Discussion of why SHUG-EC had discussion with postdocs—was originally intended as a representing postdocs as users, not to tell ORNL how to run the postdoc program.
5. (11:41) STS Virtual town hall discussion. We want to be able to see the workshop report, and perhaps suggest feedback from the community survey we sent out be included in the report.
6. (11:47) We still need to generate a report from the user survey that we will post. We will work on the report and in two SHUG meetings approve the report.
7. (11:52) ORNL is interested in encouraging more university outreach, Mingda suggests having a more regular and formalized version of breakthrough symposia. Potentially outreach to people who are potential neutron users. Other facilities have lecture series.   
   Meeting adjourns at 12:00 pm.