Minutes

Dial-in telephone number: 1-860-970-0300 (East Coast) Participant Participation Code: 7098751

Attendees:

Chair (until June 30, 2015): Phil Cole
Vice-Chair/Chair Elect: Jim Stubbins (dial-in)
Secretary/Vice-Chair Elect: Charles Kelsey
Past Chair: Brad Micklich (dial-in)
2015 Executive Committee: Michele Sutton Ferenci, Andrew Hutton (dial-in)
2016 Executive Committee: Gregory Dale (dial-in), John Galambos (dial-in), Richard Lanza (dial-in)
2017 Executive Committee: Blair Bromley, Peter Hoseman (dial-in)
2018 Executive Committee Elects: Gary P. Barbin (dial-in), Mohamed Y. Gohar
Other: Manish Sharma (student, IRD, RPSD, YMG)

1. Minutes from Dec 9, 2014 teleconference. (See Minutes-9Dec2014-AAD)
   - Cole emailed to division list
   - Accepted
2. Acceptance of Agenda
   - Accepted
3. Chair’s opening remarks
   - Recap of Professional Development Workshop
     - Redoing division webpages, standard templates
     - Cole emailed website presentation slides to division list
     - New – can have Class 1 meetings abroad
   - Recap of President’s Meeting with Division Chairs
     - Gave short summary, AccApp15, scholarships, 30.2k budget OK
     - Challenges – newsletters, strategic plans (Cole to work strategic plan as past chair)
   - List of former members – recruiting to strengthen membership
     - List requested, recruit through newsletter
   - Webpage support from the ANS (More on this in item 6)
     - AAD and AccApp help and long term support from headquarters, offered to pay but probably free
   - Abstract submission deadline is June 12, 2015
     - 4 days from now, privileged info plan to extend deadline by 2 weeks
     - Must have agenda by July 15
   - Embedded Topical Meeting at the 2015 ANS Winter Meeting.
     - Good for heightening our visibility
   - Please tell everyone you know to submit an abstract immediately.

5. Finances and Treasurer’s Report (See: AAD-FinancialState-Quarter1.pdf)
   - Comments from Erich Schneider (see earlier email messages)
     - Inflow
       - AccApp'15 (It will be an embedded topical meeting at the 2015 ANS Winter Meeting). Class III meetings are revenue generating.
         - $20 per paper
         - $1000 for >100 papers presented
         - $2000 for meeting milestones on time
       - Expect ~150 people, ~$5000 in revenue
     - Outflow
       - Webpage from AccApp’13 (2000 Euros = $2349.40). We now have control of AccApp’13 information and have a dedicated website: http://accapp13.org/. This is a lesson for us.
       - Scholarships and Student Sponsorship and Lowen Scholarship Fund ($3000)
         - Good sign, as much as bigger divisions
         - Erich will let Toni know how to spend
         - Travel and student stamp of approval and expectation, do policy be email
       - Conference call ($180)
         - Phil went to ANS first, they won’t pay
         - Brad called for email vote to approve reimbursement, still needs one more affirmative, will find it

6. AAD Website: <http://aad.ans.org/index.html>
   a. ANS will upgrade all division websites to standardize them
      - Branding and uniformity is goal
      - ANS will own all websites now
      - Historically we paid someone but response was slow
   b. We have a choice of two templates (http://divdev1.ans.org/ or http://divdev2.ans.org/)
      - Select by June 30
      - Motion to use template 1, none opposed
   c. Cole has requested that the ANS maintain our website. They will get back to us on the costs soon. It may be a no-cost solution, though.
7. Delegations from the 2015/2016 Student Conferences (~1:00 pm)
   - 2015 statistics presented by Timothy Crook (TAMU)
     o 527 attendees
     o AAD award to Tc-99m production paper
   - 2016, Mar 31-Apr 3, University of Wisconsin-Madison
     o 4-factor conference theme presented by Mathew Jasica and Kalin Kiesling

8. Discussion of Metrics (See: AAD-Metrics2014.pdf)
   a. We have just reached the 300 mark for membership; up from 2014.
      - Getting list of former members, issue newsletter with invite to come back
      - Note newsletter template
   b. Our websites (AAD and AccApp’15) are coming along...
   c. Red mark on Communications.
      - Need to do newsletter
      - Suggest first newsletter to all ANS for recruiting purposes
      - Big review every 3 years, Erich chair for next
   d. No strategic plan
      - Phil will do it

9. Proposal to Form a Permanent AccApp Committee
   • Motivation
     (a) ANS support and resources. The ANS has been of great help with the AccApp’15 website. See: http://accapp15.org/
     (b) Financial reasons (Class 1 Topical)
        (i) Class 1 topical meetings can now be held abroad.
        (ii) Also Class 1 meetings generate revenue sharing – 25% goes back to the division.
     (c) Institutional memory on the logistics for getting NPC approval
     (d) Maintenance of a standard webpage through the ANS. No more AccApp’13 website mistakes.
     (e) Conduit to communicate with the AAD and AAD Officers
   • Committee members? Cole would like to chair this committee.
     o Suggestion that current AAD and Program Committee Chairs be members
   • AccApp’17 must be a Class I meeting. It is through Class 1 meetings that we get a 25% share of the revenues. Suggestions on where to hold it: Portland, Oregon; Seattle, Washington; Vancouver, British Columbia? Or somewhere else in Canada, for example? ANS will help with logistics.
     o Visa considerations
     o ANS remarkable help with logistics, dinners, events, etc. – seamless and transparent
     o Toggle to Europe, don’t want to be first with Class I overseas, ANS has more experience in US
     o Recruit vendors to help bring down costs
10. ANS Position Statements PS 71 (Transmutation of Nuclear Waste). Status?
   - Cannot locate copy of previous work, start from scratch, need discussed
   - Yousry and Blair have experience, Blair taking action to doing something, John volunteered to help

11. New and/or Unfinished Business

   o Strategic Plan
   o Communications
     1) Newsletters (we should do this – we have a red mark in our metrics. Also it can help with recruiting new members to AAD)
     2) Others – ANS Nuclear Café?
   o Duties of Past Chair – Chair the nomination committee. Cole may have a conflict because he plans to run for a position on the Executive Committee for the 2016 election.
     - Brad volunteered to chair
   o 2018 Pacific Basin Nuclear Conference (PBNC) will be held in the U.S. and will be co-sponsored by the ANS. There is a request for Divisional support.
     - May be important
     - Sessions for accelerator based topics
     - Mikey Brady Raap is contact, Phil will make contact
   o Anything else?
     - Blair – organization of technical sessions for summer 2016, subcritical driven systems session suggested
     - Phil – best of AccApp suggested, encourage AccApp participants to Accelerator Applications General at summer

Adjourned at 12:50