



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



4. Status of AccApp'15 (<http://accapp15.org/>)
 - 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)
 - Request: Reimbursement of \$280 to Phil Cole for the AccApp'15 Poster. (See: <http://accapp15.org/> and [AccApp'15---Poster---invoice.pdf](#)).
 - 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)
 - 527 attendees
 - AAD award to Tc-99m production paper
 - 2016, Mar 31-Apr 3, University of Wisconsin-Madison
 - 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.
 - 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.
 - Visa considerations
 - ANS remarkable help with logistics, dinners, events, etc. – seamless and transparent
 - Toggle to Europe, don't want to be first with Class I overseas, ANS has more experience in US
 - Recruit vendors to help bring down costs



**Accelerator Applications Division
Executive Committee Meeting Minutes
June 8, 2015
Grand Hyatt, San Antonio, TX**

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
 - Strategic Plan
 - 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?
 - 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
 - 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
 - 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