

Minutes of the COMPRES Executive Committee meeting of 5 December 2014

Present: J Bass (President), P Burnley (Chair), A Campbell, J Jackson, A Kavner, W Panero,

Absent: A Campbell, Y Fei, Q Williams

Start time: 1:00 East coast time, by teleconference. Started 1:15 after computer and phone problems

AGENDA Nov 14 2014

Approval of the agenda
Approval of 31 Oct. 2014 Minutes
Update on search (Bass)
AGU Breakfast meetings
Letter to David Lambert (Burnley)
Annual Meeting update (Jackson, Bass)
Nominations Committee (Bass)
Distinguished Lecturers for 2015-2016
Program committee for 2016 Annual Meeting
Update on newsletter

MINUTES

1. Approval of agenda.

PB: add discussion of living documents #11; alter #5 to report on conversation with Sonia Esperanca

JJ move; YF 2nd; unanimous voice vote

2. Approval of Minutes of Oct. 31

Fix typo in item 3 'has' delete

YF moved to approve; JJ 2nd; approved by voice vote

3. Update on search (Bass)

The President has been communicating with the Search Committee to get their input on information needed by HR, AA/EO offices at UIUC. Places to advertise were discussed. The EC decided that an advertisement of the position should be run in EOS.

4. AGU Breakfast meetings (JB)

Reservations have been made. Facilities Committee will meet on Monday and Tuesday. Education, Outreach and Infrastructure Development Committee will meet on Wednesday. The EC + AK+AC will meet on Thursday. All meetings start at 7 AM in the Luce Restaurant of Intercontinental Hotel. Annual reports were received and distributed to committees.

5. A letter was sent to David Lambert, on logistics of the Planning Meeting in October.

PB reported on a conversation with Sonia Esperanca of the NSF. JB suggested that a meeting report should be produced, regardless of funding outcomes, to report on the outcomes of the Planning Meeting, especially new ideas and processes that will impact the future of mineral physics.

6. Annual Meeting update (Jackson, Bass)

Two or possibly three suitable venues have been identified. A site visit by JB will be scheduled.

7. Nominations Committee (Bass)

Potential candidates for the Nominating Committee for the 2015 ballot of new committee members were discussed. Additional suggestions for this committee will be taken until Monday November 17th. Candidates for Chair of the Nominating Committee will then be ranked by anonymous mail vote of the EC. The Nominating Committee Chair will then work with the EC to identify an additional 2 members.

8. Distinguished Lecturers for 2015-2016

Names of potential Distinguished Lecturers were discussed. It was noted that speakers should have experience presenting to a broad, general, diverse audience
Names under consideration and a request for additional names by COB Monday 11/17/2014 will be circulated to the EC by JB.

9. Program committee for 2016 Annual Meeting

Possible members of the Program Committee for the 2016 Annual Meeting were discussed. JJ will serve on the committee as past chair. A new Chair for 2016 is needed along with a student rep and one other member.

10. Update on newsletter

A newsletter would be timely.

11. Discussion of living documents.

As a starting point on a "Living Document" it should include (but will not be limited to) information and timelines on the following:

Nominations committee: timeline, membership (3 total; 1 member from ExComm, name chair first and consult to complete committee)

Distinguished lectures: Timeline, identification of lecturers: done by vote of ExComm and lecture committee (currently Heather Watson and Mark Frank)

Program Committee

Start earlier (by June) on venue and dates for following year

Include past chair as member; student rep

Need to define who does site selection

Sets program and invites speakers

What should be in the living document?

Time line of what is done and when – annual agenda for ExComm.

General policies of projects, commitments to what projects, policies on budgetary

matters, list of ad hoc committees

Meeting adjourned at 3:05PM EST

Notes by WP