

M&C EXECUTIVE COMMITTEE MEETING MINUTES

Washington, DC, November 17, 2002

Meeting location and time

The Mathematics and Computation (M&C) Division Executive Committee met at the American Nuclear Society (ANS) Winter Meeting held in Washington, DC, at the Omni Shoreham Hotel, Embassy Room, on Sunday November 17, between 2:25 to 4:05 pm. The late start was due to the overrun by the M&C Program Committee meeting held previously in the same room.

Attendees

The following people signed the attendance roster at the Meeting:

Attendee	E-mail	Phone
Richard Sanchez, Chair	Richard.sanchez@cea.fr	+33169085404
Blomquist, Roger	Rnblomquist@anl.gov	630 252 8423
Brown, Forrest B.	Fbrown@lanl.gov	505 667 7581
Feltus, Madeline	Madeline.feltus@hq.doe.gov	301 903 2308
Ganapol, Barry	Cowboy.ganapol@nee.arizona.edu	520 621 4728
Haghighat, Alireza	Haghighat@ufl.edu	352 392 1415
Kirk, Bernadette L.	Blk@ornl.gov	865 574 6176
Lewis, Elmer	e-lewis@northwestern.edu	847 491 3579
Nelson, Paul	Pnelson@ne.tamu.edu	979 845 4132
Ougouag, Abder	Oom@inel.gov	208 526 7658
Palmer, Todd	Palmerts@ne.orst.edu	541 737 7064
Ravetto, Piero	Piero.ravetto@polito.it	+390115644443
Rombough, Charles	Ctr@ctr-tech.com	719 685 3805
Sjoden, Glenn	Joedean@sprintmail.com	321 254 1117
Smetana, Andy	Andrew.smetana@srs.gov	803 725 4192
Sood, Avneet	Sooda@lanl.gov	505 667 2119
Sutton, Tom	Sutton@kapl.gov	518 395 7047
Turinsky, Paul	Turinsky@eos.ncsu.edu	919 515 5098
Wagner, John	Wagnerjc@ornl.gov	865 241 3570
Weber, David	Dpweber@anl.gov	630 252 8175

Agenda

The Agenda for the meeting had been submitted by the Chair Richard Sanchez through the e-mail prior to the meeting. The message also contained comments and suggestions for the discussion at the meeting on all points in the agenda. Copies were also available at the meeting. The agenda was as follows:

AGENDA

Executive Committee Meeting
Mathematics and Computation Division
American Nuclear Society
Sunday, November 17, 2002
2-4 pm, Embassy Room

1. Call to order and announcements (Richard Sanchez)
2. Secretary's report (Piero Ravetto)
 - approval of minutes from the Hollywood meeting
3. Treasurer's Report (Glenn Sjoden)
 - 2002 budget discussion and approval
4. Nominating Committee (Forest B. Brown)
 - Approval of candidates for nomination (Secretary, Treasurer, Vice Chair-Chair Elect and 5 members of the Exec Committee)
5. Honors and Awards (Paul Turinsky)
 - M&C candidates to Fellow of ANS
 - Candidate(s) for the Distinguished Service Award
 - Candidate(s) for the Pomraning Award
6. Publicity (Todd Palmer)
 - Newsletter
 - MCD Web Site
7. Program Committee Report (Anil Prinja)
8. M&C 2003 Topical Meeting. Progress Report (Yousry Azmy)
9. Presentation for M&C 2005 Topical Meeting (Richard Sanchez)
 - discussion (chaired by Roger Blomquist)
10. Standards (Andy Smetana)
11. Membership (Madeline Feltus)
12. Benchmarks (Barry Ganapol)
13. Old Business
 - Dannel Scholarship
14. New Business
 - Amendments of MCD Bylaws (Richard Sanchez)

Minutes

1. Call to order and announcements

The meeting was opened by the Chair Richard Sanchez at 2:25 pm. The Chair made the following announcements:

- The M&C Sushi Sub-Committee will keep the tradition also at this Winter ANS Meeting, convening at the reception hall at 7:30 pm, to take decision on how to proceed;
- Four sessions have been organized by the Division at this meeting: two sessions on Transport Methods (Monday pm and Tuesday am), one session on Mathematical Methods (Tuesday pm), a third session on Transport Methods (to become known as Barry's session, since Barry is the author and presenter of all six papers in the session, Wednesday am); Also a roundtable in memory of Ely Gelbard is organized by R. Blomquist (Wednesday am, following the Transport Methods session);

- Two students have asked to address the Committee to give an update on the organization of the forthcoming Student Conference at Berkeley and to ask for financial support;
- Actions on important items had been decided at the Hollywood meeting and proper decisions on some points are now to be taken, as anticipated in the annex to the agenda forwarded by e-mail to all members of the committee, namely:
 - The M&C division chair and the program committee chair are to coordinate their actions and issue the appropriate e-mail notes on time to prompt organization of special sessions in time prior to each of the next two annual meetings: Richard has advertised this in the “Message from the Chair” and requested Anil to send the e-mails; according to by-laws this should be a permanent job of the Vice-Chair (Article B7.3); the committee should consider the opportunity to join to this responsibility also the program committee chair by properly changing the bylaws;
 - The treasurer has acted to make the budget available to the appropriate person at ANS headquarters;
 - It may be appropriate to formalize in the bylaws the requirements for bids to host M&C Topical Meetings (regarding an agreement clause for bidders to give complimentary registrations to attend the conference and its functions, including the award ceremony, or banquet, if applicable, to the recipients of the Pomraning award and the M&C Distinguished Service Award for the year of the meeting;
 - The Chair has consulted the organizers of the 2003 Topical to seek their concurrence with the voluntary implementation of the above requirement already for the forthcoming meeting: Bernadette Kirk has agreed, if funds are available; the Chair would check if recipients need the complimentary registration;
 - The M&C Executive Committee had decided to give complimentary tickets for the President’s reception for students presenting papers at M&C sponsored sessions: Anil came up with four students who will present papers: A. Hanshaw, H. Stone, N. Vallette, G. Davidson. Tony Bishop at Headquarters pointed out that we could be liable if the students were under drinking age. Anil checked out with the students’ advisors and found out all to be over 21 years of age. Glenn has sent a disbursement form to Headquarters and the students will be given a free ticket to President’s reception and a short note stating that it is offered by our Division;
 - Farzad was to look at the criteria for application and awarding of the Dannel Scholarship and into means of making them more compatible with the goals and interests of M&C Division; Farzad will report later;
- Richard has taken some actions:
 - Alireza Haghghat has been proposed Program Committee Assistant Chair for one year, to assist Anil with his duties; the Committee unanimously ratifies the nomination;
 - Paul Tulenko has been proposed as candidate for election as US member of the Board of Directors;
 - Richard will make a presentation to the Board of Directors during this meeting, following Marvin’s last presentation in June 1998;
 - The problem of financial support for travel of students to national meetings should be discussed and proper decisions be taken.

Out-of-Agenda: Report on the Student Conference

As from the announcements by Richard Sanchez, two students from the organizing committee of the forthcoming student conference gave a short presentation of the 2003 Student Conference, to be held at UC Berkeley April 2-nd to 5-th, 2003. They also distributed a leaflet.

Bernadette asked to avoid for the future to choose dates which interfere with M&C Topical Meetings. The students said that they were obliged to make this choice due the academic spring break and assure that all efforts will be made in the future to avoid such coincidences.

After the students exited the room, Richard proposed to consider a donation in support of the Conference. The matter will be discussed during the budget approval.

2. Secretary's report

The minutes from the M&C Executive Committee Meeting held in Hollywood in June 2002 compiled by the previous Secretary Abder Ougouag were presented and approved unanimously, The approved minutes will be made available through the division web site.

3. Treasurer's report

The report on the situation of the Division budget was presented by the treasurer Glenn Sjoden. He gave a detailed update of the financial situation of the Division from June 2002, with budget highlights, student support items, disbursements and action items.

- Update from June 2002: no formal budget was on file with ANS, since no budget had been submitted by former treasurer and there existed no record of executed funding transactions (student support, Dannel scholarship, student conference, miscellaneous fees, ...); Glenn has worked with ANS (Toni Bishop, Janet McLaughlin) to reconstruct M&C budgetary actions.
- Budget highlights: through several communications with ANS the budget actions for 2001 and 2002 have been reconstructed; the budget discrepancies from ANS have been resolved: after queries to ANS on the M&C Salt Lake Topical, 11,212 \$ were finally allocated to M&C Division in October 2002; also, the mistake *actual vs. projected* has been corrected; as a consequence of the actions taken, the budget is now fully on track.
- Budget: the balance is of 23,571 \$, prior to the current meeting; the expenses for the DC meeting amount to 680 \$ to date. The detail is in the following table:

Budget funds	Budget 12 months 2002	Actual 9 months 2002
Carry forward from 2001	12,040	12,040
2002 member allocation	819	819
Division income 2002	11,212	11,212
Total budget funds	24,071	24,071
Budget expenses		
Newsletters	66	0
Awards, plaques	0	0
National meeting costs	0	0
Division officer expense	50	0
Student support	2,125	500
Scholarship/NEED funding	1,000	0
Other expenses	2,804	0
Total expenses	6,045	500
Excess of budget funds over expenses	18,026	23,571

- Student support items: regard travel to meetings (national and topical), tickets to President reception (students must be over age 21 only, by name request), student conferences, special endowments (Dannel scholarship) and other miscellaneous items (paper awards).
 - Disbursements for student support: 500 \$ for Hollywood meeting, 500 \$ for Washington meeting, 180 \$ for President's reception; pending disbursements: PSU student meeting, RPD share from M&C 2001.
 - Action item: the previous treasurer did not allocate funds to Penn State Student Conference; the Executive Committee must take decision on how to proceed.
 - Action item: funds for the Salt Lake Topical were not acknowledged by ANS until October 2002; treasurer plans to proceed to a disbursement of 2,803 \$ to the Reactor Physics Division.
 - Action item: 2002 budget needs to be closed out, out-year budgets need to be reviewed and then 2003 budget has to be transmitted to ANS.
- The data of the out-year budgets appear in the table attached to the minutes.

The Committee unanimously approves the close-out of the budget for 2002. The forecast budget are also reviewed and approved unanimously. The treasurer is invited to submit the 2003 budget to ANS.

The Executive Committee thanks the treasurer for the outstanding work done with a general applause.

The following decision are also taken on urgent matter:

- With regards to the Penn State Student Conference: it appears that the sum of 1000 \$ in support of the Conference has never been transferred. Glenn states that it is hard to reconstruct exactly the full matter. Ali will talk to the student organizers to find out if the sum is still needed. If so the Committee unanimously authorizes the treasurer to proceed to the fund transfer. If not

needed, the Committee unanimously proposes to grant the sum to the Dannel Scholarship fund.

- The Committee unanimously approves the grant of 1000 \$ to the Dannel Scholarship fund.
- The Reactor Physics Division is discussing and taking decision to apply the current repartition of the revenues from topical meetings jointly co-sponsored by the Reactor Physics and M&C division on a permanent basis (25% of the revenue allocated to co-sponsoring division). The Committee unanimously approves the current rule to subdivide the revenues of the meetings. The decision is to be taken as in force already from the 2003 M&C topical.
- The Committee unanimously approves a grant of 1000 \$ in support of the Student Conference in Berkeley. The Committee also approves a grant of 200 \$ for best-paper awards (100\$ for undergraduate and 100\$ for graduate).
- The Committee approves a grant of the following awards for best student-presented paper at M&C 2003: 1-st prize 300 \$; 2-nd prize 200 \$; 3-rd prize 100 \$.
- The Committee takes the unanimous decision to make automatic on a permanent basis the grant of 500 \$ for student travel and participation to national meetings. Consequently, 1000 \$ have to be dedicated to this purpose in the budget.
- The Committee takes the unanimous decision to make automatic on a permanent basis the grant of 1000 \$ for student travel and participation to topical M&C meetings.
- The last two decisions are to be maintained if money is available in the budget and if no objections come forward in the previous TPC meeting. It is believed that this can give a clearer perspective of the division budget and constitute a guide to the budget drafting.

4. Nominating Committee

Forrest Brown reports on the decisions taken by the nominating committee for the candidates to the forthcoming election. The Committee tried to find as many younger members as possible, and a few experienced members for balance. The following names are herewith proposed:

- Vice chair: Bernadette Kirk and Todd Palmer;
- Secretary: Scott McKinley;
- Treasurer: William Martin;
- Executive Committee: Scott Palmtag, Avneet Sood, Jeremy Sweezy, James Warsa, Nicholas Gheorghiu, Jeff Favorite, Farzad Rahnema.

The Executive Committee unanimously approves the list proposed by the nominating committee.

5. Honors and awards

Paul Turinsky reports. He communicates that the Pomraning Award is to be approved by the Board of Directors of the Society during the current meeting. A Young Researcher Award is to be proposed in conjunction with the Reactor Physics Division. The award is to be presented at the topical meetings of the two divisions. It has been agreed on a proper balance policy between the two

divisions. The recipient of the award will get a free registration and should be asked to give a lecture at the topical meeting. The Division is thus aware of three free registrations for award recipients at topical meetings (Distinguished Service Award, Pomraning Award, Young Researcher Award).

Paul will forward a detailed proposal on the matter by e-mail and the committee will proceed to a vote.

6. Publicity

Todd Palmer reports on the newsletter and the division web site. Todd is asking for suggestions for improving the web site. Proposals for including a chat session, a page with exercises for nuclear engineering students are made. It is asked to include all division documents in the web site. The inclusion of a list of all division members is also discussed. It is believed that privacy concerns are of importance and it is thus decided not to carry out the proposal.

7. Program Committee Report

Anil Prinja reports on the outcome of the meeting that took place earlier in the afternoon.

A special session on medical applications organized by Ali will be held at the forthcoming San Diego meeting.

A request for a special session on Monte Carlo Methods for Large-Scale Reactor Calculations for the New Orleans Meeting in 2003 has been approved by the Program Committee. Interest in co-sponsoring the session has been shown by the Reactor Physics Division (Mike Zerkle). Another special session on Subgrid Methods has also been proposed.

The process of paper submission to the Gatlinburg topical is on-going. Ninety-seven papers have been received at the moment, but more have been promised, so the meeting seems to be on the safe side. The Committee has discussed the reasons for the reduction of paper number. The following reasons have been identified: i) the short time distance with the recent PHYSOR meeting; ii) the full-paper submission policy adopted by the M&C Division; iii) the publication of the proceedings only in CD format. Proposals for making available the proceedings also in the web have been made. Also it has been proposed that, following the recent PHYSOR policy, participants should pay registration in advance. This would also ease up the organization of the sessions. A discussion on the meaning of "deadline" for the submission of papers has been conducted and some proposals have been made. It has been communicated that the process of paper review should start in December and be completed by middle of January. A discussion opens on the opportunity to make the reviews visible to other reviewers during the process. Mixed feelings are shown by members of the executive committee and no specific decision is taken for the time being.

The bid for the 2005 topical has been made by CEA France. The meeting should be held in Avignon, Southern France, in September in coordination with the NURETH conference. In point 9 of the agenda the matter will be taken into consideration.

8. M&C 2003 Topical Meeting. Progress Report

Yousry Azmy reports on the progress of the meeting organization. He illustrates the format of the conference (8 invited lectures, 8 special sessions, contributed sessions, 6 workshops) and the announcement leaflet is distributed. Session schedules will be organized on the basis of pre-registrations. The registration fee will be 475 \$. Students will be granted free registration. Yousry proposes that the best student paper award be dedicated after E. Gelbard. The Executive Committee unanimously approves the dedication of the best student paper award at the M&C Topical Meeting after E. Gelbard.

9. Presentation for M&C 2005 Topical Meeting

Anil communicates that during the Program Committee Meeting that took place earlier in the day Richard Sanchez has illustrated the proposal to hold the M&C Topical Meeting 2005 in Avignon (France) at the Palais des Papes. The Executive Committee is asked to approve the proposal. Richard leaves the room. The chair of the meeting is taken by the vice-chair of the committee, Roger Blomquist. The proposal is unanimously approved. Following the vote, Richard takes back the chair of the meeting.

10. Standards

Andy Smetana reports on the topic. He will also submit a more detailed report for the next newsletter.

11. Membership

Madeline Feltus illustrates the situation of the membership of the Division.

12. Benchmarks

Barry Ganapol reports on the meeting of the Benchmark Committee held earlier in the day. He solicits participation into benchmark exercises, one of which was approved in today's meeting. He also announces a benchmark session at M&C 2003. It is also suggested to join efforts with NEA's.

13. Old Business

As agreed in the Hollywood meeting, Farzad Rahnema reports on the situation of the Dannel Scholarship. It seems that it is necessary to formally apply to the Scholarship Committee of ANS in order to introduce explicit rules to adopt mathematics and computation as a criterion in the selection process of the applicants. Farzad is invited by the Executive Committee to take the appropriate steps and to report to the next meeting.

15. New Business

The opportunity of an update of the division bylaws is introduced by Richard. The bylaws have never been updated, to adapt them to the changing situation and needs of the Division. The Executive Committee unanimously approves the proposal by the Chair to institute a temporary sub-committee (one chair and two members) to study the problem of amending the Division bylaws. The Executive Committee unanimously yields authorization to the Chair for appointing the sub-committee.

Having concluded the discussion on all points in the Agenda, the Chair Richard Sanchez adjourns the meeting at 4:05 pm.

Approved: 1 June 2003, San Diego
P. Ravetto, Secretary