



CENTER FOR FUNCTIONAL NANOMATERIALS (CFM)

USER'S EXECUTIVE COMMITTEE (UEC)

Minutes of Meeting Tuesday 5/19/2009

The CFN Users' Association meeting convened at 4:30 p.m. in Berkner Hall, Conference Rm A. The Committee's first order of business was to elect UEC Officers with their assigned responsibilities as shown in the following:

The **UEC Chair** is responsible for preparing the agenda for all CFN UEC meeting including UEC sponsored public out reach and information meetings. He will be responsible for providing a Users' Perspective article for the newsletter prepared by the CFN Department.

The **UEC Vice Chair** is responsible for organizing the next Annual Users' Meeting. The Vice Chair shall be responsible for preparing articles for the newsletter to advertise in the CFN User's Meetings.

The Secretary is responsible for recording and preparation of the Minutes, which, after approval by the Chair, shall be distributed to all members of the CFN Users' Association.

(1) Three officers were nominated, elected and appointed and they are as follows:

Dr. Stanislaus Wong, Professor of Chemistry at Stony Brook University, Stony Brook, NY was appointed as the **Chair of the CFN/UEC** for 2009/2010

Dr. Balaji Raghothamachar, Department of Materials Science & Engineering, Stony Brook University, Stony Brook, NY was appointed as the **Vice Chair of the CFN/UEC** for 2009/2010.

Dr. Hazem Tawfik, SUNY Distinguished Service Professor and the Director of the Institute for Research and Technology Transfer (IRTT) at Farmingdale State College – State University of New York, Farmingdale NY was appointed as the **Secretary of the CFN/UEC** for 2009/2010

(2) The Chair, Dr. Wong, pointed out that a key UEC goal is to considerably increase the CFN Users' Association group enrolment by the next year.

- (3) Dr. Kenneth Evans-Lutterodt of the NSLS recommended to hold online town hall and webcast meetings as well as establishing a blog or twitter communication so as to enhance contacts between the members of the association.
- (4) Dr. Wong indicated his support to enhance communication between the group members by setting up an online website to post notes and general announcements for the CFN association group members.
- (5) The Vice Chair, Dr. Raghothamachar, recommended the establishment of an online user group list server and regular electronic town hall meetings for the CFN Users' Association group.
- (6) Dr. Wong emphasized the need to enhance the visibility of the CFN User's group.
- (7) The meeting adjourned at 5:15 p.m. 5/19/2009

Respectively Submitted.

Hazem Tawfik, CFN/UEC Secretary

5/24/09