



## **Minutes of the Virtual AONSA Board Meeting in June-August 2010**

- Date: June-August 2010
- Participants: 6 participants  
John White (President), Yashuhiko Fujii (Vice-President)  
Sung-Min Choi (Secretary), Wen-Hsien Li (Treasurer)  
Mahn Won Kim (past-President, Advisor)  
Masatoshi Arai (past-Secretary, Advisor)

Cc: Yukari Sugikawa (AONSA Office)

- This virtual Board meeting was held as a follow-up for the 4<sup>th</sup> AONSA EC meeting in Singapore. Therefore, the agenda of this virtual Board meeting was prepared based on the minutes of the 4<sup>th</sup> EC meeting.
- Actions and comments are added onto each item of the Minutes. To make the referring to the minutes of the 4<sup>th</sup> EC meeting easy, the same numbering as it is in the Minutes is used.

### **6.1 Formal Matters**

#### **6-1-1. New AONSA EC Members and Observers (2010-2011).**

Action:

The EC member and observer list has been posted on the AONSA website together with a picture of the 4<sup>th</sup> EC meeting participants.

#### **6-1-2. Positions of Immediate Past President and Secretary**

Action:

The Articles revised on May 22, 2010 (The 4<sup>th</sup> EC Meeting in Singapore) has been posted on the AONSA website.

#### **6-1-3. Rules for EC Nomination and Appointment**

Note: It was suggested that bye-laws or rules are attached to the Articles and published in Newsletters. The timing of posting the results of EC meetings in the AONSA website

should be clearly defined (right after EC meeting or after follow-up Board meeting).

## **6.2 Process Matters**

### **6.2.1 An efficient way of communication among Board and EC members.**

Action:

The Board recommends continuation of the current process of virtual Board meetings which should last no longer than one month to get all input. Our experience of the first virtual Board meeting indicates that the virtual Board meeting requires great efforts of Board members and we need to make the agenda of virtual Board meeting more specific and concise to finish it within one month.

## **6.3 Financial Matters**

### **6.3.1 Annual Fee and Budget Plan for the fiscal year of 2010.**

Action 1:

The Board contacted INSS for their unpaid AONSA Annual Membership fee. The Board appreciates Dr. Chaplot for his response on this matter. This matter will be discussed at the Board meeting in October 4<sup>th</sup>, 2010 in Mumbai, India.

Action 2:

A tentative procedure of student support for the AONSA Neutron School has been set up (included in appendix 1). This may need to be revised to make the AONSA support the most practical and cost effective. Also, we may need to find a way that AONSA could help more. Treasurer is responsible for preparing the details of AONSA support (what was spent and to whom) which will be reviewed by the Board in time for the agenda of the October EC meeting.

Comments:

AONSA fund of \$3,000 has been assigned for the 3<sup>rd</sup> AONSA Neutron School in India to support students from developing countries. According to the email (July 24, 2010) from Dr. Chaplot, however, the AONSA fund may not be needed for the 3<sup>rd</sup> AONSA Neutron School because the School organizers may receive IAEA fund to support students from developing countries. It is desirable that the organizers of the 4<sup>th</sup> AONSA Neutron School in Japan contact IAEA as early as possible to get financial support for students from developing countries, if it has not been done.

### **6.3.2 AONSA Prize Fund.**

#### Action 1:

A new bank account for AONSA fund was opened in June 2010 by Ms Yukari Sugikawa.

#### Action 2:

A letter to promote the donations for AONSA prize will be prepared (drafted by Secretary and finalized by President and Board). President will send out the letter to AONSA Member organizations after the minutes of virtual Board meeting and the rules for AONSA prize are approved by the Board for recommendation to the EC.

### **6.3 Report from the Working Group for AONSA Prize**

#### Action:

The revised report from the Working Group for AONSA Prize (headed by Vice-President) has been reviewed and the final version of the Draft Rules for the AONSA Prize (included in Appendix 2) is prepared for recommendation to the EC.

### **6.4 AONSA Neutron School.**

#### **6.4.1 Guidelines for AONSA Neutron School.**

#### Action 1:

It was proposed by President that as a start we write to possibly interested organizations (such as the Asian Crystallographic Association (AsCA) and the Asia Oceania Forum for Synchrotron Radiation) to inform their councils regularly about AONSA's student training program and conference activities with the hope (as in BUSAN this year) of some joint participation.

#### Action 2:

It was discussed if we need a Board member whose specific charge is "outreach". Considering current job load and length of term of Board members, it was proposed that vice-President takes in charge of "AONSA Outreach".

#### **6.4.2 Report from the 3<sup>rd</sup> AONSA Neutron School in India.**

#### Action:

Secretary communicated with Dr. Chaplot regarding the deadline of application, AONSA support and student selection procedure. The deadline was delayed to some extent.

#### **6.4.2 Report from the 4<sup>th</sup> AONSA Neutron School, 2011, in Japan.**

Action:

The suggestion to include some EC observers in the International Advisory Committee of the 4<sup>th</sup> AONSA Neutron School is accepted by the School organizers (Prof, Shibayama and his colleagues) on June 28, 2010.

#### **6.5 Asia-Oceania Conference on Neutron Scattering (AOCNS).**

##### **6.5.1 Plan for the 1<sup>st</sup> AONSA Conference (AOCNS)**

Action:

The Minutes of the First Meeting of the Preparatory Committee for the 1<sup>st</sup> AOCNS in 2011 (held on June 28, 2010) was delivered to the Board by Vice-President (included in Appendix 3). The Minutes were translated (from the original Japanese to English) by vice-President.

##### **6.5.2 Guidelines for the AOCNS**

Action:

We need to setup rules on the 'How to Share the Liability and Profit of AOCNS by AONSA and host country'. The small AONSA fee (10 USD for example) needs to be discussed as a part of the rules.

President: I think that the logic at the moment is to start a process of building up an AONSA fund with which AONSA can at least partially underwrite the expenses of running future conferences. For the ICNS in Sydney the Australian Institute of Nuclear Science and Engineering (AINSE) did underwrite the conference financially and as a profit was made (after repaying moneys advanced to prepare the conference) AINSE was able to divide the profit with the Australian Neutron Beam Users Group - which had no funds until then. I should be glad of comments.

Vice-President: The Preparatory Committee for the #1 AOCNS has not seriously discussed this issue yet partially because it has not been announced how much AONSA will financially support the AOCNS.

##### **6.5.3 Procedure to decide the host and location of AOCNS**

Action:

It was proposed that the host and place of next AOCNS should be decided at the EC meeting during the preceding AOCNS after formal presentations by the organizations bidding for hosting the next AOCNS.

This issue needs to be included in the agenda of the 5<sup>th</sup> EC in Mumbai.

#### **6.5.4 Support for ICNS 2017 in Korea**

Action:

The Board agreed that the experiences of hosting ICNS (by Australia and Japan) are shared with Korean colleagues (KNBUA) and the AONSA Board and colleagues express their support for ICNS 2017 in Korea when it is needed.

#### **6.6 AONSA Newsletter**

##### **6.6.1 Report for AONSA Newsletter**

Action:

We need to find a way to distribute the Newsletter to broader communities. This action can be combined with the “reachout” discussed in 6.4.1.

#### **6.7 Calendar of AONSA Activities**

Action:

Dr. Chaplot agreed to schedule the Board and the 5<sup>th</sup> EC meeting on October 4<sup>th</sup> and 5<sup>th</sup>, respectively.

All EC members and observers were asked to send their visa information to Dr. Chaplot by June 28<sup>th</sup>, if they planed to attend the meetings. A tentative list of participants of the Board and 5<sup>th</sup> EC meeting in Mumbai, India has been prepared (included in the Appendix 4).

#### **6.8 Other Issues**

##### **6.8.1 Collaborations with International Council of Scientific Unions (ICSU)**

President: I have had no feed back on my correspondence with Professor Fujii and the Board on this. I would be willing to prepare a draft proposal to ICSU if we can get the IUCr Neutron Scattering Commission support. I have written to Shane Kennedy asking him to test the Commission for this support. I have been recommended also to meet with Professor Yuan Tseh Lee the incoming President of ICSU when next in Taiwan.

President wrote a letter (included in Appendix 5) to Professor Nordin Hassan (Head of ICSU Regional Council based in Malaysia) which will be sent out after having comments from the Board.

### **6.8.2 Discussions with IAEA, IAEA Regional Meeting 2010**

Considering that some EC members or observers could not attend the EC meetings possibly due to financial reasons, it was pointed out that it will be very useful to have some funding (other than AONSA fund) to support the participants of AONSA EC meetings. IAEA funding is quite relevant for this and we may need to propose this (as well as student or young scientist supports) during the IAEA CM meeting in October 27-29 in Korea. Secretary is expected to prepare a formal proposal for this.

There was an inquiry from IAEA (Dr. Danas Ridikas) if AONSA can support travel expense of one delegate for the IAEA meeting (October 27-29, 2010) to be held in Daejeon, Korea. The issue was discussed among the Board and a possibility of supporting the delegate (\$1,500 at maximum, after EC approval) was proposed, which may contribute to facilitating the long term cooperative relation between AONSA and IAEA. However, it was also discussed if AONSA should support a delegate to the IAEA meeting when AONSA fund is very limited. Considering all the circumstances, President informed IAEA that AONSA can not financially support the delegate to the IAEA meeting. In his communication with IAEA, President also reaffirmed AONSA's strong determination to assist IAEA's programs in the Asia-Oceania region-hoping for closer cooperation in the future.

### **6.8.3 Relations with IUCr**

Vice-President summarized the possible relationship with IUCr. There are three targets: (1) One is the triennial IUCr Congress whose scientific programs should be reflected by AONSA's opinion (but indirectly). (2) The other is Commission on Neutron Scattering CNS (now chaired by M.T. Fernandez-Diaz (France)) where three members (S. Kennedy, T. Kamiyama, P. Krishna) are from our Region. I have not seen any strong activity by CNS for last several years. CNS can host International Workshop, Satellite Meeting to be linked to IUCr Congress. When I was Chair of CNS, I hosted Satellite Conference at ILL prior to IUCr at Geneva under a big help from ILL and ESRF colleagues. For AONSA, we may suggest CNS to co-host Workshop or any other activity to be held in our Region because IUCr provide a fairly large amount fund to support such an activity (but should be International not Regional). (3) Asian Crystallographic Association (AsCA) is one of three regional associations of IUCr. Our AONSA may co-host

with AsCA any activity dedicated to our Region which is however dominated by crystallographers.

#### **6.8.4 AONSA Archive**

### **6. Discussions among South-East Asian Colleagues**

Action:

There have been a series of communications between South-East (SE) Asian colleagues (mainly through Dr. Wim Klooster) and the Board members regarding the formation of SE Asia Scattering Society. The efforts of SE Asian colleagues toward the formation of SE Asia Scattering Society are highly encouraged by the Board. President suggested the SE Asian colleagues to prepare a proposal on how they plan to form their regional society in relation with AONSA. The proposal will be discussed in the 5<sup>th</sup> EC Meeting in India.

<Opinions of Board on the SE Asia Scattering Society>

If the SE Asia Scattering Society is formally formed by multiple countries or region, it can join AONSA as either a regular member (with paying membership) or an observer (without paying membership). Until it is formally formed and joins AONSA, it is not eligible for EC meetings unless AONSA applies the 4<sup>th</sup> category “Further individual observers may be co-opted according to the needs of the Association”

### **7. Reports from Neutron Associations**

Action:

All the reports were collected and included in the Minutes of the 4<sup>th</sup> EC meeting as appendix.

### **8. Reports from Neutron Facilities**

Action:

All the reports were collected and included in the Minutes of the 4<sup>th</sup> EC meeting as appendix.

## **Appendix 1**

### **(Tentative) Procedure to Support Students from AONSA Fund**

prepared by Sung-Min Choi (Secretary) on June 2010.

1. Students submit their applications to the AONSA Neutron School as it was announced in the flyer of the school. In their application form, they specify their needs of financial supports.
2. The organizers of the School make a list of students who need AONSA and select students considering budget available and distribution of students among developing countries. For this selection, the organizers may consult with the sending countries and AONSA office.
3. The organizers inform the list of students (selected for AONSA support) to AONSA office with full information including affiliation, email, and so on.
4. AONSA office buys airtickets (e-tickets) for students and sends them to students by email. AONSA office will communicate with each student to confirm all the information (especially, name and flight schedule).

## Appendix 2

#2 Draft (June 20, 2010)

### AONSA Prize

(Established July XX, 2010)

The Asia-Oceania Neutron Scattering Association (AONSA) awards the AONSA Prize every two years to a person or persons to recognize his/her or their outstanding research career with a significant impact or contribution to the use or development of neutron science and technology in the Asia-Oceania Region.

#### 1. Rules

- a. The Prize shall ordinarily be awarded to one person but may be shared by no more than three persons when all the recipients have contributions to the same accomplishment. Recipient(s) should receive the AONSA Prize only once.
- b. The Prize consists of a certificate citing the contributions made by the recipient(s) and a monetary prize. The amount shall be decided by the AONSA Executive Committee (hereafter referred to as the EC). Where the award is shared, the prize money shall be equally divided amongst recipients

#### 2. Nomination and Eligibility

- a. Nomination shall be opened to anyone whose work has significantly impacted or contributed to the Asia-Oceania Region.
- b. Anyone (not a member of the AONSA Prize Selection Committee (hereafter referred to as the SC)) may submit one nomination or seconding letter for the Prize.
- c. A nomination should include:
  - A letter of not more than 5,000 characters evaluating the nominee's qualification for the Prize and identifying the specific work to be recognized.
  - A brief curriculum vitae
  - A short list of major publications
  - Up to five reprints/preprints
  - At least two, but not more than four seconding letters
- d. Nomination should be electronically submitted to Chair of the SC by the deadline issued by the SC.
- e. Nomination shall be active through two review cycles (4 years). Nominations may be updated while still active.

### 3. Selection Committee

- a. The SC shall consist of five members chaired by the AONSA Vice President while other four members shall be appointed by the EC. Their term shall be two years (one selection cycle). A member can be reappointed for the next selection cycle (up to two cycles for four years).
- b. The SC shall be independent of the EC. Nominations shall be treated in confidence within the SC.
- c. The SC members shall represent a broad range of member societies (not observers) and fields of neutron science and technology. The Chair of the SC may co-opt a person or persons from member societies or from observer country/region when none of five members can cover research field(s) for reviewing nominations submitted. Co-opted member(s) shall be approved by the EC.
- d. The SC members shall be posted on the home page of AONSA when the SC issues the call-for nominations. The co-opted member(s) shall also be posted.
- e. The SC shall submit the name(s) of recipient(s) with a report of nomination process to the EC prior to five months to Prize Ceremony at the quadrennial Asia-Oceania Conference on Neutron Scattering (AOCNS) or the quadrennial International Conference on Neutron Scattering (ICNS), both held in an interval of two years.
- f. The SC shall carry out AONSA Prize Ceremony at AOCNS or ICNS.

## Appendix 3

### The Minutes of the First Meeting of the Preparatory Committee for the 1<sup>st</sup> AOCNS in 2011

(Translated from the original Minutes in Japanese on Fujii's own responsibility)

The Committee met at 15:00-17:00 on June 28, 2010 at the JAEA Tokyo Office. Attending this Meeting were the members of the Preparatory Committee; T. Kanaya (Chair; Kyoto Univ.), M. Arai (JAEA), T. Kamiyama (KEK), T. Fukunaga (Kyoto Univ.), Y. Noda (Tohoku Univ.), J. Suzuki (JAEA), H. Suzuki (NIMS) and the observers; M. Shibayama (Principal of the 4<sup>th</sup> AONSA Neutron School, Tokyo Univ.), H. Seto (KEK), Y. Fujii (Vice President of AONSA, CROSS). (A list of full members can be seen in the attached file, Appendix 9 of the EC Meeting in Singapore.)

After Chair's report on Committee's previous activities, the Committee discussed the following items and concluded actions to be done:

(0) The present Preparatory Committee chaired by Prof. T. Kanaya will be transformed to the formal Organizing Committee to be chaired by the next President of JSNS (Japanese Society for Neutron Science) who will be elected by vote this fall.

#### (1) Sponsorship of AOCNS

JSNS is the major organizer of #1 AOCNS while co-sponsors will be expected as many as possible because of their financial contributions. They are major facilities and institutions such as J-PARC, JAEA, KEK, ISSP/Tokyo Univ., KUR/Kyoto Univ., etc. Industries are also expected to support it.

<ACTION> Key JSPS members belonging to each facility, institute, and university will contact appropriate administrators to survey such a possibility.

#### (2) Date and Venue

Detailed procedures for preparing the 1<sup>st</sup> AOCNS and the 4<sup>th</sup> AONSA Neutron School to be coherently coordinated across the weekend and for considering the availability of public facilities for the weekend result in the possible one-day shift of AOCNS as:  
Nov. 13 (Sun.) - 18 (Fri.), 2011: #4 AONSA Neutron School,  
Nov. 19 (Sat.): School may have an activity in the morning.

Nov. 20 (Sun.) : Welcome Party for #1 AOCNS in the evening,

Nov. 21 (Mon.) - 24 (Thu.) : Scientific Sessions.

<ACTION> Fujii will inform AONSA Board such a possible one-day shift and ask an official approval.

The venue will be either in Mito or in Tokai. Expected number of participants will be 300-350.

<ACTION> The Chair of Local Committee (J. Suzuki) will make a tentative reservation. The Chair of Preparatory Committee (T. Kanaya) will ask AONSA EC members and observers through Board about more reliable estimation of participants from each country/region particularly because of possible increase in those from Korean and Taiwan.

The 11<sup>th</sup> Annual Meeting of JSPS will join AOCNS and its General Assembly should be held during the Conference. Therefore, a special session on “Regional Meeting” must be allocated to each Society’s own activity.

<ACTION> The Program Committee will take care of it.

(3) International Advisory Board (IAB)

IAB members will be nominated from AONSA EC member societies and observers. In the case of observers representing not society but projects and institutes, however, individuals will be nominated by Chair of Preparatory Committee in consultation with AONSA Board.

<ACTION> Chair will prepare his letters shortly.

(4) International Scientific Program Committee (ISPC)

The Committee agreed that Chair is Prof. K. Yamada (the current President of JSPS, Tohoku Univ.) and Co-chair is Prof. Y. Noda (Tohoku Univ.). Other members will be nominated through the same procedures as IAB.

<ACTION> Chair and Co-chair will start organizing ISPC, and detailed schedule and procedures for nominating speakers will be discussed.

(5) Local Committee (LC)

The Committee agreed that Chair is Dr. J. Suzuki (JAEA). He will be nominating LC members and make a reservation of venue in Mito and Tokai area.

<ACTION> LC will make the first cost estimation of AOCNS. It is also important

for major institutions to co-sponsor AOCNS and then assign their staffs to work for AOCNS.

(6) Publication Committee

Since no proceedings of #1 AOCNS will be published, there is no plan to form the Publication Committee. Such tasks as Conference Abstracts and Posters will be done by Program Committee. Tentatively Prof. Seto (KEK) now being an observer is assigned for such tasks.

<ACTION> Prof. Seto will be formally assigned a member of the Preparatory Committee by JSPS.

(7) Treasurer

The Committee agreed that Treasurer is Dr. H. Suzuki (NIMS). In corporation with LC, he will make a cost estimation of AOCNS and prepare for various ways to attract commercial exhibitors and contributors to AOCNS.

<ACTION> He will prepare such invitation letters with a prospectus of AOCNS.

(8) Budget

A very rough expenditure is shown as follows;

Total	11,500 (¥k) = 2,000 (Rental charge of venue and related items)
	3,000 (Conference dinners and parties)
	2,000 (Travel and Committees)
	2,000 (Charge for agency to handle registration, hotel etc.)
	1,000 (Abstract, Posters etc)
	1,500 (Others)

Income will be contributions from AONSA, J-PARC, JAEA, KEK, Industries etc., Registration fees and so on. Much detailed consideration on both expenditure and income must be made as soon as possible because the registration fee must be approved by AONSA EC and announced well in advance of the conference. However, we should have a waiver on application.

<ACTION> Both LC and Preparatory Committee will work together to survey the best solution.

(9) Time Schedule

Tentatively the following schedule has been proposed:

July 2010 Date and Venue will be decided.

IAB, ISPC members will be nominated through AONSA Board.

Aug. 2010 1<sup>st</sup> Announcement (Aim, Date, Venue etc.)

Sep. 2010 Invited speakers nominated.

Dec. 2010 Plenary and Keynote Lecturers decided.

Feb. 2011 2<sup>nd</sup> Announcement (Speakers, Time table, Travel, Hotel etc.)

Apr.-Jul. 2011 Call for papers and registration

Sep. 2011 Detailed notice to participants registered.

END

(July 20, 2010)

**Appendix 4**  
**Expected Participants of the 5<sup>th</sup> EC Meeting in India**  
**(Updated August 6, 2010)**

		Name	Affiliation	EC
KNBUA	<i>*Secretary</i> Member #1	Sung-Min Choi	KAIST	O
	former President	Mahn Won Kim	KAIST	X
	Member #2	Ki Bong Lee	POSTECH	X
	Observer#1	Kye Hong Lee	HANARO/KAERI	X
ANBUG	<i>*President</i>	John White	ANU	O
	Member #1	Brendan Kennedy	U of Sydney	
	Member #2	Chris Ling	U of Sydney	X
	Observer#1	Rob Robinson (Michael James will attend on the behalf of R. Robinson)	Bragg Inst./ANSTO	O
JSNS	<i>*Vice President</i> Member #1	Yasuhiko Fujii	JAEA	O
	Member #2	Kazuyoshi Yamada	Tohoku U	O
	Observer#1 former Secretary	Masatoshi Arai	J-PARC/JAEA	O
	Observer#2	Mitsuhiro Shibayama	JRR-3/Tokyo U.	X
TWNSS	<i>*Treasurer</i> Member #1	Wen-Hsien Li	NCU	O
	Member #2	Chih-Hao Lee	NTHU	
INSS	Member #1	Samrath L. Chaplot	BARC	O
	Member #2	Dhananjai Pandey	Banaras Hindu U	O
	Observer#1	R. Mukhopadhyay	BARC	O
CSNS and CARR	Observer#1	Chun Loong	Sun Yat-sen U	X
	Observer#2	CHEN Dongfeng	CIAE	
		Jie Wei	Tsinghua U	
		Fangwei Wang	The Institute of Physics, CAS	
BATAN	Observer#1	Gunawan	BATAN	X
Malaysian Nuclear Agency	Observer#1	Abdul Aziz Mohamed	Malaysian Nuclear Agency	O

## Appendix 5



### Asia-Oceania Neutron Scattering Association

AONSA Office

c/o Neutron Science Section,  
J-PARC Center, Japan Atomic Energy Agency  
2-4 Shirakata-Shirane, Tokai, Ibaraki 319-1195, Japan  
Phone: +81-29-284-3752, Fax: +81-29-284-3889, E-mail:  
<http://www.aonsa.org/>

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**From the President**

**Professor John.W.White CMG, FAA, FRS**

Email: [jww@rsc.anu.edu.au](mailto:jww@rsc.anu.edu.au) , <http://rsc.anu.edu.au/index.php>

### **Neutron Science Training -Asia-Oceania Region - the "Next Step"**

Dear Professor Nordin Hassan,

I hope that you may recall AONSA's submission to the ICSU Foresight exercise in January. We see great opportunities for science and international collaboration in the Asia-Oceania region as the large investments in new neutron scattering facilities in our region come into operation.

With the support of the Neutron Scattering Commission of the International Union of Crystallography, we are contemplating an application to ICSU Grants Program 2011 for the "Next Step" beyond our annual neutron school program. I am contacting you at an early stage to ask you to raise the matter of support for this from International Council for Science Asia Pacific.

Briefly the proposal would be to provide the next level of training for promising young scientists in our region who have a strong scientific background, some experience or the need for neutron scattering methods and a suitable project for access to complementary facilities in our region. AONSA would undertake the selection through a sub-committee of its Executive.

We would like to know if your regional Council would encourage us in principle to seek funds from ICSU to cover the cost of the initial three-year trial program - subject to a fully worked up proposal between AONSA and IUCr Neutron Scattering Commission.

Yours sincerely

John White