

**Basic Energy Sciences Advisory Committee**  
**Committee of Visitors Review of the Materials Sciences and Engineering Division**

**March 17-18, 2003 - DOE - Germantown Complex**

Time	Monday, March 17, 2003	Activity	Room
8:00am	Shuttle Pickup in front of hotel		
8:30am - 9:00am	Welcome and Introduction Overview of Basic Energy Sciences	Patricia Dehmer, Director, Office of Basic Energy Sciences	A-410
9:00am - 9:30am	Overview of the Materials Sciences and Engineering Division	Patricia Dehmer, Acting Director, Materials Sciences and Engineering Division	A-410
9:30am - 9:45am	Summary of the Office of Science Information Management System (IMSC)	Tof Carim, Division of Materials Science and Engineering	A-410
9:45am - 10:15am	Plans, Schedule, and Logistics	John Hemminger (COV Chair)	A-410
10:15am - 10:30am	Break		
10:30am - 12:00pm	Breakout Session – First Read Begins <ul style="list-style-type: none"> <li>Subpanel presentations</li> <li>Questions and Answers</li> <li>Preliminary Review of Folders</li> </ul>	<u>1<sup>st</sup> Read Breakout Groups Begin w/ BES Program Managers</u> Group 1 Materials Physics Group 2 Synthesis, Processing and Engineering Sciences Group 3 Neutron and X-ray Scattering Group 4 Condensed Matter Physics Group 5 Materials Chemistry	E-301 E-114 G-207 E-401 G-426
12:00pm - 12:30pm	General Discussion	COV Members and BES	E-401
12:30pm - 1:30pm	Lunch		
1:30pm - 3:30pm	Breakout Session – First Read Continues <ul style="list-style-type: none"> <li>Review Folders</li> <li>Formulate Comments</li> </ul>	<u>1<sup>st</sup> Read Breakout Groups</u> Group 1 Materials Physics Group 2 Synthesis, Processing and Engineering Sciences Group 3 Neutron and X-ray Scattering Group 4 Condensed Matter Physics Group 5 Materials Chemistry	E-301 E-114 G-207 E-401 G-426
3:30pm - 4:00pm	COV Executive Session	COV Members	E-401
4:00pm - 4:30pm	COV and BES Discussion	COV Members and BES	E-401
5:30pm - 6:30pm	Cash Bar and Reception	COV Members and BES	Marriott
6:30pm - 8:00pm	Dinner for COV and BES	COV Members and BES	Marriott
	<b>Tuesday, March 18, 2003</b>		
8:30am - 10:00am	Breakout Session – Second Read Begins <ul style="list-style-type: none"> <li>Review of Folders and Comments of First Read</li> <li>Formulate Comments</li> </ul>	<u>2<sup>nd</sup> Read Breakout Groups</u> Group 1 Materials Physics Group 2 Synthesis, Processing and Engineering Sciences Group 3 Neutron and X-ray Scattering Group 4 Condensed Matter Physics Group 5 Materials Chemistry	E-301 E-114 G-207 E-401 G-426
10:00am - 12:00pm	Breakout Session – Merge Session and Wrap-Up <ul style="list-style-type: none"> <li>Review 1<sup>st</sup> and 2<sup>nd</sup> read Comments</li> <li>Formulate points for report</li> <li>Begin Preparing Report</li> </ul>	<u>Merge Session Breakout Groups</u> Group 1 Materials Physics Group 2 Synthesis, Processing and Engineering Sciences Group 3 Neutron and X-ray Scattering Group 4 Condensed Matter Physics Group 5 Materials Chemistry	E-301 E-114 G-207 E-401 G-426
12:00pm - 1:00pm	Working Lunch	COV Members	A-410
1:00pm - 2:00pm	COV and BES Discussion	COV Members and BES	A-410
2:00pm - 3:00pm	Closeout Session	COV Members and BES	A-410
3:00pm	Adjourn		

**EPSCoR:** There will not be a separate sub-panel for the EPSCoR folders, and there is no presentation for EPSCoR program either. The POC for EPSCoR is Mat Varma, who will have a selection of EPSCoR folders in his office (E-422) for all interested COV members to peruse.

The meeting concluded on the afternoon of March 18.

BES/DMS&E Program Managers: (Underlined persons are the POC for each sub-panel and are responsible for making subpanel presentations.)

Team Leaders: Bob Gottschall, Bill Oosterhuis

Group 1 Tof Carim, Yok Chen, Harriet Kung

Group 2 Tim Fitzsimmons, Jane Zhu

Group 3 Helen Kerch

Group 4 Dale Koelling

Group 5 Richard Kelley, Arvind Kini

TRAVEL:

Travel expenses will be reimbursed consistent with travel guidelines for all BESAC-sponsored activities. Guidelines and expense forms will be provided by Janet Kile of Oak Ridge Associated Universities. Hotel arrangements will be pre-arranged and pre-paid. However, travel arrangements including air and ground transportation are to be made by each participant. Reimbursement will be provided upon submission of the expense form and receipts to Sonda Ellis, ORISE, MS-17, P. O. Box 117, Oak Ridge, TN 37831-0117.. Hotel information is provided below. Travel reimbursement guidelines will be provided in a letter of invitation. If not received, contact Janet Kile at 865-241-2723.

Once you arrive at the hotel, ground transportation can be provided by BES to/from hotel and DOE complex if desired. RSVP to Sharon Long if interested. Arrangements for ground transportation to and from airport and hotel is required to be made by each participant for the 16th and 19th. BES will return you to the hotel for a ground transportation connection to your airport on the 19th.

HOTEL:

Gaithersburg Marriott Washingtonian Center  
9751 Washingtonian Boulevard  
Gaithersburg, MD 20878  
Phone: 1 301-590-0044  
Fax: 1 301-212-6155  
E-Mail: <http://www.marriott.com/dpp/PropertyPage.asp?MarshaCode=WASWG>  
Rate: \$150.00/night plus tax.

POINTS OF CONTACT:

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Committee of Visitor Chairman

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Lead BES COV Point of Contact

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Point of Contact for Statistical Information

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BESAC Coordinator