

**Non-Ambient Subcommittee Meeting Minutes**  
**Wednesday, 13 March 2013**  
**International Centre Headquarters**  
**Conference Room D**  
**4:00 p.m. – 5:00 p.m.**  
**A. Payzant, Chairman**

1. Call to Order A. Payzant
2. Appointment of Minutes Secretary S. Speakman
3. Review of Mission Statement

The Non-Ambient Diffraction Subcommittee of the International Centre for Diffraction Data is organized to facilitate the use of non-ambient diffraction data by the scientific community. It makes recommendations to the ICDD about how diffraction data obtained at non-ambient conditions should be represented in the PDF, and suggests specific research activities that could result in production of non-ambient new patterns for the PDF. It also maintains contact with various research and administrative groups throughout the world to exchange information about new developments in non-ambient diffraction techniques and results.

Mission statement was dramatically read.

4. Approval of Minutes of the 2012 March Meetings  
The 2012 minutes were approved.
5. Board of Directors' Liaison Report V. Peterson  
BoD report by Scott Misture—there was nothing to report.

6. New Business

- Points of interest brought up by Andrew Payzant:
  - Follow up on previous years task to “develop list of important sample series for ICDD to add to database”
  - What do we need?
    - Non-ambient entry for Methods and Practices Manual
    - Calibration standards
- These points sparked discussion focused on the importance of calibration standards and the need to educate the diffraction community about the best practices when collecting and publishing non-ambient diffraction data. There was interest to create a tutorial to be posted on the ICDD website and then to create a Wikipedia entry that would reference that tutorial. The entry in Wikipedia is driven by the fact that it is accessible and easily discoverable by novice users.

It was decided to create a task group to work on a Best Practices tutorial. Initial members include Matt Suchomel, Scott Speakman, and Andrew Payzant. Scott Misture asked to be kept apprised of developments of the task group, though he declined to officially join the task group.

Scott Misture will work with the planning committee to try to have a workshop and session at a future DXC that will be used to present the work of the task group, to encourage discussion and feedback, and to promote the tutorial.

Matteo Leoni was asked to think about possible opportunities to have a non-ambient workshop at a European conference to expand participation in these efforts.

**Motion:** A motion was made to “request \$2000 to support travel so that task group members might meet at the DXC 2013 to develop the tutorial on Methods and Best Practices for Non-Ambient Diffraction Analysis. Points of emphasis for guidance created by the task group will include calibration standards, data capture for reporting experimental results, and providing the ICDD with a list of recommended calibration standards and techniques that they can give to grant-in-aid recipients who are working on non-ambient data.”  
The motion passed 11 votes to none, with 4 abstaining by name (Misture, Payzant, Speakman, and Suchomel).

Additional discussion focused on recommendations that we might make to the ICDD Publication Department about what they should look for when evaluating non-ambient data for inclusion in the PDF database. Initial thoughts focused on what the ICDD Publication Department should look at when evaluating data and what should they include in the PDF entry. It was pointed out that while we can recommend what information they should study when considering data, that information may not be available in the published article. Therefore, it is necessary to educate journals, editors, and authors about what information should be included in publications on non-ambient diffraction experiments. These points may be addressed in the tutorials developed by the task group.

7. Adjournment