

**Minutes**  
 Birck Nanotechnology Center  
 "TOWN HALL" MEETING  
 June 15, 2006

**Agenda**

- Update on building certification, equipment installation, and lab space. (John Weaver)
- Update from BNC Lab Policies and Procedures Committee. (John Weaver)
- Review of concerns expressed during previous Town Hall meetings. (Jim Cooper)
- Birck "administrative" announcements. (Jim Cooper)
- Birck "community" announcements. (Deb Starewich)
- Questions, comments, open discussion. (Everyone!)

- Update on building certification, equipment installation, and assignment of lab space. (Weaver)

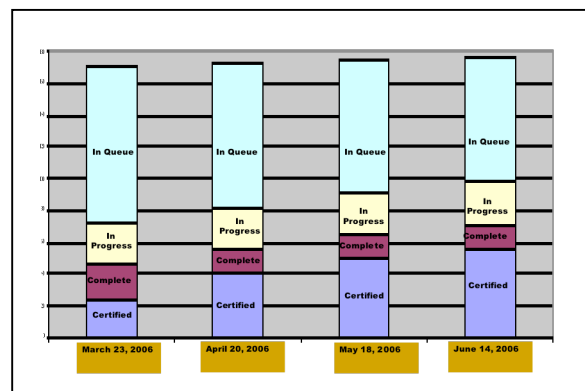
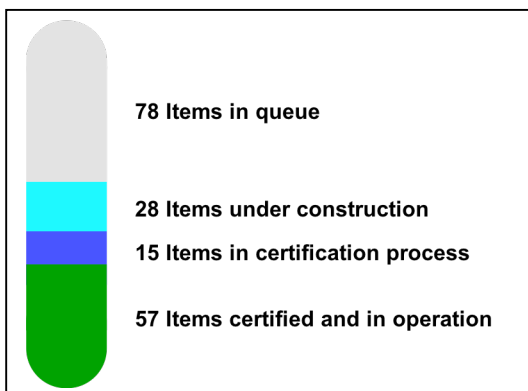
*Building Update*

- Ultrapure Water
  - In use in cleanroom
  - Piping in progress to laboratory wings, coming along well
  - Added additional labor this week
- Process Gases
  - Gaseous and liquid nitrogen in use
  - Oxygen, Argon, Helium being connected today (06.15.06)
  - Hydrogen piping awaiting materials delivery
- Hall Nanometrology Laboratory
  - Testing underway

*Operations Update*

- Laboratory Hoods
  - Certified as needed
  - Training required
  - Show up if you sign up!**
- Cleanroom
  - Open for processing
  - Training required
  - Prerequisites: Hood training, Online quiz
  - Show up if you sign up!**

*Installation Status*



- BNC Lab Policies and Procedures Committee. (Weaver)
  - A draft document has been completed
  - A team of students have volunteered to review the document and provide input to the committee
  - The final document will be sent to the directors for review and approval

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- Review of concerns expressed during previous Town Hall meetings. (Cooper)
    - Windows in grad offices
      - varying opinions on this issue; we are waiting on ideas from Cline Designs.
    - Disappearance of lab supplies
      - There's not much we can do as a staff to police lab supplies. Users need to work this out themselves.
      - Supply needs may be directed to Annie Cheever until further notice.
      - Cleanroom is not fully stocked. Chemicals are still being transported from old campus locations.
      - In a month or so, MSE 289 will be shut down for chemical usage.
    - Group ordering of lab supplies
      - Teflon supplies may be brought in; glassware needs to be replaced.
      - For cleaning (i.e., tweezers/Teflon): place items in a box in the copy room next to Mary Jo's office (1222) and it will be cleaned
    - Source material is being purchased by separate groups.
    - Posting of staff equipment assignments and responsibilities
      - a listing has been developed; copies are available at the receptionist's desk.
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- Birck "administrative" announcements. (Cooper)
    - Changes to office assignments
    - Copier policy under development: BRK will subsidize some copies, then accounts will need to be charged (different pass codes may be set up); will be able to set up a separate "account" for research and academic charges
    - Director search: two candidates will have second-round interviews during the last week of June and first week of July
    - Student advisory council being formed
      - 1) Leadership for students: organization of seminar series, journal club, etc.
      - 2) Guidance and advice to BRK leadership
      - 3) Communication: ombudsman between students and leadership
      - 4) Representatives for Birck: tours, visit schedules, etc.
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- Birck "community" announcements. (Deb Starewich)
    - Reminder of secretarial support: when placing orders or requests for travel, be sure to have account numbers and required approval
    - Tours are scheduled for young people throughout the summer in conjunction with the museum display in the Atrium. Engage these young people, if you're available.
    - Projectors now installed in 1001, 1099, 1201, and 2001. Cabinets will come soon.
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- Questions, comments, open discussion. (Everyone!)
    - Whiteboard to be placed outside of cleanroom with equipment status
    - Evaporators: need filled? Larger tanks have been installed
    - Be sure to check the Birck training website: <http://www2.itap.purdue.edu/bnc/training>; you may register for sessions and also request additional sessions
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- Attendance (sign in sheet distributed): 36 (March: 51; April: 30; May: 22); thank you for your participation and support

Jay Gore  
Leonid Rokhinson  
Stephen Jurss  
Dmitry Zemlyanov  
Maruiz deRidder  
Arvind Raman  
Ron Reifenberger  
Annie Cheever  
Stacy Brown  
Sheryl Willison  
Mark Voorhis  
Lisa Reece

Christy Cooper  
Robert Wortman  
Go Choi  
Joolien Chee  
Adina Scott  
Mark Oliver  
Elizabeth Caldwell  
Don Bergstrom  
Helen McNally  
Oguz Elibol  
Babita Dhayal  
Laura Bidermann

Amber Miller  
Angie Hoffine  
Janessa Drake  
Vlad Drachev  
Kenny Schwartz  
Casey Heaton  
Dave Lubelski  
Placidus Amama  
Eric Stach  
John Weaver  
Jim Cooper  
Deborah Starewich

Next Meeting  
Thursday, July 20  
1:30  
BRK 1001