

**FINAL MINUTES
SAN FRANCISCO SECTION COUNCIL MEETING**

TUESDAY November 5, 2002 at 5:30PM at

**NASA Ames Research Center
Building 210 Conference Room 115
Moffett Field, CA. 94035-1000
Dial in Phone (650) 604-3391**

In attendance:

- | | | |
|------------------|-------------------------|------------------------------|
| ✓ Seth Kurasaki | ✓ Norm Bergrun | ✓ Katrina Thompson (Dial-in) |
| Fanny Zuniga | ✓ Larry Chien | ✓ Corky Lakin (Dial-in) |
| Roger Martinez | ✓ Prasad Gogineni | Bruno Geffrion |
| ✓ Rick Kwan | ✓ Todd Farley (Dial-in) | ✓ Eric Mueller |
| ✓ Gano Chatterji | Steve Jaeger | ✓ Juanita Ryan (Dial-in) |
| Matt Jardin | | |

Old Business

- Approve minutes from previous meeting.
- Engineer of the Year Due 12/01/02
- Next AIAA Historic Site due 12/01/02
- Next RAC Meeting on Saturday, 18 or 25 January, 2003 in Phoenix, AZ. Final date still TBD.
- AIAA Technical Committee Nominations Open (added). Applications for these positions.
- ~~Invitation to Bruce Storms to October dinner meeting to get Engineer of the Year Award.~~
(Fanny)
- Comments on possible areas for Section and/or Council improvement provided last month
 - Improving Press relations. May need some kind of Public Affairs person to cover this area.
 - More involvement by Student Branches (See Evolution of Flight activity)
 - Fundraising
 - Membership
 - Sponsor – Century of Flight 2003. Plan is to interview Fellows and Associate Fellows and transfer to DVD. Ames Jack Boyd is receptive to participation and Leslye Mogford is receptive to participating in the project.
 - Galileo Memorial Scholarship database.

New Business

On-line Committee

- Dinner meeting page for October and December
- Updated calendar and past calendar for previous events
- Revamped pco web page – waiting for Juanita to approve before going live
- Created page for career seminar at Lockheed– Personal positioning for engineers
- Updated FFMF page
- Updated main page for various pco events – SVEC Keeper of the flame, Tech challenge 2003, Design/Duration Model Airplane Contest and other national items (Rick)
- (Juanita) PCO Web page - The updated web page will be reviewed and input will be sent to Katrina.

Chairman's Report

- ~~Galileo letter to schools sent by Anita Borger 10/24/02. Apps should be starting to come in shortly.~~
- SVEC Guest Speaker confirmed

- Silicon Valley Engineering Council Open House and President's Reception, Thursday, November 21, 2002, Semiconductor Equipment and Materials International, 3081 Zanker Rd., San Jose 95134
- SVEC Banquet Update (Gano)
- Paul Looney media telecon 10/8/02? (Todd). Paul Looney interested in organizing media relations team to improve media relations for Section announcements, etc.
- Joe Morano monthly report. November meeting report mailed 11/2/02.
- ~~Date & time for Reports class (Gano)~~
- ~~Ola Martin October 2002 Mind Jogger~~
- ~~Ola Martin November 2002 Mind jogger mailed out.~~
- ~~Galileo Scholarship applications are starting to arrive.~~
- ~~2003 Fortieth Space Congress Paper Submission Deadline, Cape Canaveral on April 29-May 1, 2003. The theme for this year's Congress is 'Linking the Past to the Future—A Celebration of Space. Submit a 200 word abstract electronically by no later than Nov. 3, 2002~~
- Seth on Travel next week
- Living Legends release
- 25, 30, 40, 50 year pin names?

Vice-Chairman's Report

(Insert Report)

Treasurer's Report

- Statement Ending October 31, 2002.
 - Section Rebate status
- (Rick) received the check at my home address. \$10,653.60.
The Region VI worksheet stated for us:
- | | |
|---|-------------|
| # Members (includes NEA, as of 6/1/02): | 1256 |
| Raw Rebate | \$9,420.00 |
| Cat I Rebate (less 65 cents for students) | \$8,603.60 |
| Cat II Rebate | \$2,500.00 |
| Insurance Deductions | \$450.00 |
| Total Rebate | \$10,653.60 |

Programs Committee

(Insert Report)

- ~~24 October (Wyndham Gardens) — Larry Rinek, Convair B-58 Hustler: World's first Supersonic Bomber~~
- 5 December (Wyndham Gardens). Tom Borden, SLAC, Gamma Ray Large Area Space Telescope
- 23 January (Wyndham Gardens) – Dan Dugan, Tilt Rotor Airplanes
- (Confirmed) 21 February (SVEC location) –SVEC dinner.
- (tent.) 27 March (Wyndham Gardens) – Tom McGrath, VP THAAD Missile Program LMSSC
- (Confirmed) 24 April (Wyndham Gardens) – Kevin James, Wind Tunnels.
- 22 May (Wyndham Gardens) – “When will we discover the Extraterrestrials,” Dr. Seth Shostak, SETI.
- (Confirmed) 26 June (Wyndham Gardens, Hiller Museum, elsewhere?) – Honors and Awards Dinner Meeting. An appropriate AIAA Distinguished Speaker needs to be determined and finalized? Roger Launius, NASA Historian.
- (Confirmed) 24 July (Wyndham Gardens) – Norm Begrun on Voyager, Apollo, and Viking findings? This is the month when we have the Galileo Memorial Scholarships for the High School essay contest winners.
- Prasad – status of lunch meeting with Paul Kostek for Personal positioning presentation.

SVEC Banquet

(Juanita) I attended the October SVEC Council meeting. The group is "in flux" and is trying to establish goals that will benefit their member societies. Input is appreciated.

Technical Activities Committee

(Larry) In contact with Stanford researcher who would like to do a technical presentation on the Satellite Test of the Equivalence Principle (STEP) project. (Ed note: For more information see <http://einstein.stanford.edu/STEP/information/data/stepwhat2.html>.) Discussion on this proposal focused on having enough persons attend, which implied that this presentation should likely be given after the holidays. Larry will make arrangements for this presentation for next year.

Newsletter Committee

(Rick) Jan-Feb Newsletter articles will need to be submitted by early December due to the Printer being out for a period of time in December.

Public Policy Committee

- (Todd) Next Historic Site nomination - Will consult with Jack Boyd and Skip Fletcher to refine the Ames nomination (specific laboratory vs. entire Center). Nomination submittal deadline Dec 1. If nomination selected, working group will be formed to plan the Dedication event
- CVD -It's time to start organizing; rally team participants Alice Eichold (Sacramento) has expressed an interest in going. Todd will coordinate with David Fuller to secure funding for her through AIAA HQ. Anyone interested in attending on behalf of SF section is invited to contact Todd to explore funding opportunities
- Grassroots program - Looney and Beavin interested in organizing a Media Relations presence in our section. Todd to propose what that presence might be. Road shows to occur in January/February. Potential venues: Ames (200 AIAA members), LMCO (170), Loral (50), Lawrence Livermore (30), Sacramento section
- Newsletter articles written for Nov/Dec to follow up on the grassroots effort in July. Oakland post mortem; Poll members for historic site ideas
- Norm will be at AIAA Public Policy Meeting in Washington 11/14/02

Membership Committee

The membership numbers are as follows:

	<u>Total</u>	<u>New</u>	<u>In</u>	<u>Out</u>	<u>2 Mo Past</u>	<u>Drop</u>	<u>Undeliverable</u>
Professional	1254	9	7	4	17	18	9
Student	108	5	4	4	0	0	1

Young Professional Committee

- (Eric) FFMF is losing attendance; a change in venue/style/marketing strategy is needed. Those changes should occur in November. I would also like to look into organizing other activities for young professionals. Ideas include a resume writing workshop, grad school informational seminar, or special guest at an FFMF.

Honors and Awards Committee

(Juanita) Student Certificates

- A list of names will be forwarded to Seth to complete the certificates for students. Since they all have moved on to the middle school, I can either mail them to their homes or contact the middle school principal to distribute them for us.

Pre-College Committee

(Juanita) Teacher Workshops

- October 25 and 26 workshops at CSTA in San Francisco were successful. 70+ teachers attended.
- November 2 workshop at Roche Bioscience was a success. 35+ teachers in attendance.
- December 7 workshop at McClellan for the Sacramento Section is confirmed. Speaker: Chris McKay
- February 8 workshop at McClellan for the Sacramento Section is confirmed. Speaker: Seth Shostak
- March 1 AIAA/TEA/ANSMET teacher/scientist workshop confirmed at NASA Ames. Speaker: ANSMET alumni

TEA/AIAA guest speaking

- December 5 for the Air Force Association
- February 27 for Roche Bioscience

Discover E

- 57+ registrations have been received to date from teachers requesting an engineer "visit".
- Engineer orientations will be held at Lockheed Martin and IBM late in January or early February 2003

Career Enhancement Committee

(Insert Report)

Evolution of Flight Committee

- ~~Request for funding (\$5000) was submitted to Evolution of Flight for equipment acquisition has been sent in to Kimberly Grant from Seth. Seth is fielding questions from Kimberly Grant as they are being raised.~~
- \$4000 granted with \$1000 held in reserve by Nat'l until 4/03.
- Discussions with Ames have progressed. List of Ames names being determined.
- Rick has been actively discussing the project with NASA Ames and determining various contingency plans in the event we don't get the full funding.
- ~~Seth has set up meetings with Ames staff to discuss the project and how to approach it.~~
- Student Branches need to be introduced into this project. Need Eric's involvement.

Education Committee

(Insert Report)

ACTION ITEMS (Line through indicates completed actions. Previously lined through action items have been deleted since they appear in last month's report)

1. SETH has action to complete Galileo Scholarship Policy
2. Open Posts to be filled as possible
 - Secretary
 - Membership
 - Education
 - Evolution of Flight Officer
 - Honors and Awards
 - Career Development Officer
3. Seth and Fanny to seek funds for June meeting in October and December dinner 2003 dinner in April before Evolution of Flight funds expires in April 2003.
4. ~~Todd to prepare web articles and make preparations for seminar on Grassroots program.~~
5. RICK Has action to improve CGI script for taking reservations; "train a young trustworthy Jedi Padawan" in the ways of UNIX systems;
6. REVIEW WORDING OF EDUCATION OFFICER AND PRE COLLEGE OUTREACH OFFICER TO ENSURE THAT THERE IS NO CONFLICT BEFORE GOING TO THE GENERAL MEMBERSHIP FOR AMENDING THE BY-LAWS.
7. ~~Juanita to determine details of SVEC February 2003 dinner. Pass to Gano~~

- ~~8. Gano and Steve will set up a training session for the Council on preparing AIAA reports.~~
9. Seth to have Toyon Elementary School certificates prepared and sent.
10. Todd to make determination of Ames as a possible historic site. Nominations due by 12/31/02.
11. Action Items for Possible areas for Section and/or Council improvement
- ~~12. Gano to determine SVEC Banquet Speaker.~~
13. Prasad to prepare new Mike Honda Leadership article for newsletter.
14. Fanny to submit plan for the December 2003 banquet.
- ~~15. Juanita to contact Katrina re PCO website~~
- ~~16. Juanita to contact Gano regarding September's SVEC meeting~~
17. Applications for Gary Teaters (by Prasad) and Bruce Storms (by ???) are to be sent to Seth by 11/12/02 for submission to National Engineer of the Year Award.
- ~~18. Seth to call Liz Carter regarding names for SF Section AIAA 25-50 years pins.~~
19. SVEC Banquet - Transportation & lodging for Hans Mark need to be made (Seth & Gano)
20. Larry Chien to arrange STEP Technical Seminar for after the start of the year.
21. Eric to look into organizing other activities for young professionals
- ~~22. Seth to provide David Fullers email address and Loral name to Todd (Chris Hoerber).~~
23. Rick to process AIAA student applications.
24. Articles for the Jan-Feb newsletter need to be sent in by early December to Rick (All)
25. AIAA Reports training session is tentatively set for Saturday, December 7, 2002, 1PM – 3PM, at Norm Begrun's home. (All to attend)
26. Seth to contact another person (Sean O'Keefe?) for Leadership article for newsletter.

OTHER BUSINESS

Close of Business

Meeting adjourned at _____ PM

NEXT MEETING TO BE on
January 7, 2003 at 5:30 PM at
NASA Ames Research Center
Building 210 Conference Room 115
Moffett Field, CA. 94035-1000
Dial in Phone # (TBD)

Seth Kurasaki
Chair