

**FINAL AGENDA & MINUTES  
SAN FRANCISCO SECTION COUNCIL MEETING**

**TUESDAY March 4, 2003 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
✓ Fanny Zuniga (dial-in)	Larry Chien	Corky Lakin
Roger Martinez	✓ Prasad Gogineni (dial-in)	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.
- 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
  - Galileo Memorial Scholarship database.

**New Business**

On-line Committee

- Website updated for March Dinner speaker. Calendar updated also?
- Jedi Padawan selection –None yet.

Chairman's Report

- Vic Lebacqz has cancelled writing a leadership article.
- Dr. Robert Rosen is writing a Leadership article for the newsletter. The article is expected by May and can be put into the June – July issue.
- Hiller Museum deposit for June Meeting due 5/23/03
- Galileo Scholarship applications continue to come in.
- ~~Apply for Section Participation Sponsorship Program? \$500 per Section.~~
- Need to determine the amount of funds available in Galileo Scholarships and the number of scholarships we can give this year.

Vice-Chairman's Report

- I have contacted Elizabeth Carter about Dec. speaker requests. They will be contacting the speakers soon in order of my priority to find one available in December. They normally don't start scheduling this soon for next fall but they will do their best to find one for us.

- There are 3 people that are interested being readers for Galileo scholarships. They are Karen Gundy, Todd Farley and Eric Mueller. Including myself, we have 4 readers willing to serve the committee. I would like at least 1 or 2 more readers so we can split up the scholarship applications to small groups for us. I will send out another email requesting readers. Also, if

anyone knows anyone outside of council that would like to be on the committee, please let me know.

- I have a rough schedule for reviewing the applications. I will send out an email shortly announcing the following schedule:

March 13 Distribute scholarship applications to readers

April 4 Review scholarships and select finalists

April 25 Interview finalists and select winners

April 30 Send out letters to winners and invite to AIAA dinner

May 22 AIAA dinner for scholarship winners

#### Treasurer's Report

- Statement Ending February 28, 2003.
- Checking \$12,548.04 Savings \$ 7,971.79
- Major income and expenses
- 1. Dinner meeting 2/21. Attendance 370. Income \$ N/A - dinner expense \$ 300.

#### Programs Committee

- (Confirmed) 27 March (Wyndham Gardens) – Howard Goldstein will talk about the History of Spacecraft Thermal Protection Research at Ames. Due to the current interest of this subject, it was decided that this should be an AIAA-members only meeting due to limited seating. We will need to advertise this in the newsletter.
- (Confirmed) 24 April (Wyndham Gardens) – Kevin James, Wind Tunnels.
- 22 May (Wyndham Gardens) – “When will we discover the Extraterrestrials,” Dr. Seth Shostak, SETI. This is the month when we have the Galileo Memorial Scholarships for the High School essay contest winners
- (Confirmed) 26 June (Hiller Museum, tent.) – Honors and Awards Dinner Meeting. AIAA Distinguished Speaker Roger Launius, NASA Historian. Costs & Other things.
- (Confirmed) 24 July (Wyndham Gardens) – Norm Bergrun on Voyager, Apollo, and Viking findings?

#### Evolution of Flight Committee

- Need to meet with JIT and get started.

#### SVEC Banquet

- Gano reports 352 attendees. Speaker was well received. Seth gave the speaker the Sections Pioneer in Aviation Award.
- The Council will provide funds for Juanita's elementary school class for an ice cream social to thank them for making the table centerpieces.

#### Pre-College Committee

\* March 1 workshop went very well. 37 signed up to attend the 2003 Antarctic Teacher/Scientist workshop sponsored by AIAA/ANSMET/TEA/NASA. Speakers included:

Dr. Scott Sandford, NASA Ames, "STARDUST and ABE"

Dr. Pascal Lee, "Mars and the Search for Life"

Dr. Nancy Chabot, "ANSMET"

Ms. Juanita Ryan, "Antarctica: The Ultimate Field Trip"

The afternoon session included distribution of curriculum and activity kits. Continental breakfast and lunch were provided. This was funded by my NSF TEA grant. A second workshop is planned tentatively for June 1 on Astrobiology. Confirmed speakers: Chris McKay, NASA Ames and Seth Shostak, SETI Institute.

\* My students have committed to make centerpieces for the June dinner. How many?

\* Essay contest flyer to go out soon. I hope!

Technical Activities Committee

- The email announcement for the Dr. Paul Worden seminar has been sent out to Centerwide announcement for distribution, and sent to Eric, Larry, and Prasada for distribution to Stanford, Santa Clara Univ., and Lockheed.

Newsletter Committee

- Rick is getting behind. Next newsletter deadline date will be February 21, 2003.

Public Policy Committee

- Insert Report
- The colloquium in LA went well.
- Norm brought out the fact that the new National Public Policy candidate's statement makes no mention of sections. How sections will relate to National is now unknown. When our folks go back to WDC for the CVD, they may need to meet with him to discuss it and other matters of importance.
- ~~Currently no one (to my knowledge) has applied for the Section Participation Sponsorship Program. \$500 per Section. (Expired)~~
- The grass roots road show dates need to set and put into the newsletter and sent out by email announcement. Road show schedule needs to be advertised in the newsletter. So, the road shows will begin three weeks after the next newsletter is mailed. We will also advertise them electronically. The presentation is ready to go. Planned venues include Ames, Lockheed, Loral, Livermore and Sacramento.

Membership Committee

- Membership Recruitment
- The membership numbers are as follows:

<u>February</u>	<u>Total</u>	<u>New</u>	<u>In</u>	<u>Out</u>	<u>2 Mo. Past</u>	<u>Drop</u>	<u>Undeliverable</u>
<b><u>Professional</u></b>	1222	6	7	4	6	19	22
<b><u>Student</u></b>	90	9	3	5	0	0	1

We will need to do a membership drive shortly.

Young Professional Committee

- Nothing to report.

Honors and Awards Committee

- No report

Career Enhancement Committee

- No report

Education Committee

- No 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. Open Posts to be filled as possible
  - Secretary
  - Membership
  - Education
  - Honors and Awards
  - Career Development Officer

2. 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.
3. Rick – Has action to improve CGI script for taking reservations; “train a young trustworthy Jedi Padawan” in the ways of UNIX systems;
4. 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.
5. Todd - determine Ames (facility/site) for possible historic site. Nominations due 12/31/03.
6. Action Items for possible areas for Section and/or Council improvement
7. ~~Eric to look into organizing other activities for young professionals. Living Legends program.~~
8. Rick to process AIAA student applications. Karl Schultz’s app has been sent in.
9. ~~Dr. Vic Lebacqz newsletter Leadership article (from December 2002)~~
10. Dr. Robert Rosen newsletter Leadership article due before next newsletter deadline.
11. Need a hotel name, address and phone number for Roger Launius. He has Powerpoint presentation so we will need audio visual equipment to support this (Prasada).
12. We will need to do a membership drive to recruit members for the Council. Suggestions as to how to do this need to be sent it and discussed.
13. ~~Visitors Conference Room reserved for Dr. Paul Worden from Stanford University. Dr. Worden’s seminar is on the STEP satellite for March 25 (Tuesday) 11AM – 1PM. We will need website and email announcement. Dr. Worden’s talk may be delayed depending on whether or not he gets funding. An announcement for the FFMF and Stanford will have to wait until it is confirmed that he will or will not be coming~~
14. ~~Galileo Scholarship readers needed.~~
15. DO-178 has been raised as a possible technical seminar by Rick Kwan.
16. Grassroots road show at Ames. Dates need to be set.
17. Education will work with Evolution of Flight to pursue the Stanford student connection.
18. Vote for your choices for the 2003 elections!
- 19.

#### OTHER BUSINESS

None

#### Close of Business

Meeting adjourned at 8:00 PM

NEXT MEETING TO BE on

April 1, 2003

NASA Ames Research Center

Building 210 Conference Room 115

Moffett Field, CA. 94035-1000

Dial in Phone # (TBD)

Seth Kurasaki

Chair