

7 July 2003 monday 18:00

"The Fish House" restaurant at Stanley Park  
Vancouver, BC, Canada

**Attendees:**

Constance Adams  
Andreas Vogler  
Kurt Micheels  
Ted Hall  
David Nixon  
Scott Howe  
Marc Cohen

**1. Minutes of previous meeting:**

- need to pass around transcript of Aerospace Architecture workshop last year. Constance and Scott are working on a final draft of the Millennium Charter which will be posted on the website.
- The subcommittee is working toward full Aerospace Architecture Technical Committee by approximately 2006.

**2. Conference status reports:**

- Space2003 status:
  - DETC meetings will be held, along with two space architecture sessions and two human factors sessions. Just 7 final manuscripts have been submitted so far. The others are overdue. Alice is chairing one session and Scott the other.
  - Need as many to attend as possible to vote for next DETC chair.

**3. Membership:**

- Silvano Colombano, Anilir Serkan, Annalisa Dominoni, and Mireille Downard have gotten AIAA membership and have already become TC members (or soon will be). TC approval process is twice-yearly.
- Discussed inviting other interested persons to become subcommittee members. Barbara Imhof, Susmita Mohanty, Sue Fairburn have indicated they will be joining the AIAA and later the TC.

**4. DETC design guide: Aerospace architecture sections:**

- Volume definition:
  - Need to hurry and get crisp digital graphics ready for publication. Marc is supposed to find out what the status is with Paola's 'lost' drawings.
  - Need an endoskeleton example in addition to the exoskeleton.

- Architectural ergonomics:

- Submitted notice of intent to NASA NRA, but we need to wait until Jun Okushi gets his architect's license so he will have time to work on the research project.

## **5. Working groups:**

- Activities (Jun, Marc, Matt, Paola):

- Next year ICES in Colorado Springs
- Space2004 in Long Beach again, or New Mexico?
- 2nd Aerospace Architecture Symposium: need to talk to IAF soon to get on board in Fukuoka in 2005.

- Education (Andreas, Ted, Scott, Constance):

- Workshop to be held in Simon Fraser University on wednesday. Andreas will print a map for the location that can be distributed at the sessions.

- Research / Design (Constance, Scott, Ted, Marc):

- Need to finalize book reviewers. Consider:
  - academic: Donna Duerk, Matsumura (Tokyo U)
  - practice: Alan Brookes, Matsumoto (Shimizu)
  - industry: Bill Atwell (Boeing), Francis Mount (NASA)

- Public Relations (Marilyn, Alice, David, Kurt):

- Need to post new member photos on website
- Need a forum software.
- Need a short welcome/introduction page to the website: who we are and what we do, etc.
- Consider a short newsletter on the website, changed every 4 months or so.
- Consider guest book on website.
- Discussed contact with press.

## **6. Other business:**

- World Expo 2010 in Shanghai: David has a contact to move forward with getting information on exhibit possibilities.

- Kurt's nexterra.org website got a science award.