

MEETING MINUTES

AIAA DETC

Aerospace Architecture Subcommittee

10 Jan 2007

AIAA Aerospace Sciences Meeting, Reno, Nevada

Conducting: A. Scott Howe, representing Ted Hall.
Minutes recorded by Donna Duerk.

Attendees:

Scott Howe, Marc Cohen, Donna Duerk

Visitors:

none

1.0 GENERAL BUSINESS

AEROSPACE ARCHITECTURE TC: The AIAA appears to have relaxed two critical requirements that will effect our becoming an independent TC: attendance, and number of members required. This completely changes the outlook since our last meeting in San Jose in September. For this reason, we discussed once again getting on track with a possible goal to split away from the DETC by January 2008 in Reno. If the subcommittee decides to go forward with this at ICES in July, then the formal paperwork should be put forward to TAC and the AIAA Board of Directors for approvals, which takes several months. By that time we should have developed a roadmap for the development of the TC that will include appropriate meetings for us to attend, the relationship we want with the DETC, outlooks for symposia, papers, and publications, web site robustness, plus appropriate liaisons with other committees and TCs. Marc Cohen and Brent Sherwood have started preliminary discussions in this area.

FINANCE: Scott Howe will prepare a summary of web hosting costs as soon as possible. In San Jose it was decided to collect \$10/member per year for web site costs. We need to implement this action ASAP. It may be possible to automate dues payment with a shopping cart on site. Scott will include this as part of his

report. Even if the dues are automated, we need a treasurer to audit and report all funds.

2.0 ACTIVITIES

ICES: At this date there are 18 papers with abstracts accepted. Ted Hall's review process has been excellent with multiple reviewers and feedback to the reviewers about other reviews of the same paper. We propose that this process be suggested a prototype for the AIAA.

3.0 EDUCATION

Marc Cohen is to incorporate Brent Sherwood's markups into the curriculum document NASA CR-2004-212820 (Duerk) and will provide corrected documentation to the NASA Ames publications system, after which approval, Ted Hall will post a pdf to spacearchitect.org.

4.0 RESEARCH & DESIGN

STANDARDS: Marc Cohen will redraw the volume standards for habitable spaces in crisp black and white since the existing color drawings did not translate well for inclusion into the AIAA Aerospace Design Engineer's Guide. The deadline is April.

5.0 PUBLIC RELATIONS

PUBLICATIONS: Scott Howe and Brent Sherwood are editing our contribution to the Progress in Astronautics Series. It cannot be a

volume of proceedings so the working title is Space Architecture: Paradigms for Habitable Space Environments. Papers from places other than the symposium are being considered to round out the volume. The deadline is March.

WEB SITE: Ted Hall has been very consistent about maintaining the site with up to date papers. Scott Howe subscribed to a SPAM filter that seems to work well so far.

6.0 MEMBERSHIP

We need to drop inactive members. In order to do that appropriately, we need to define the level of participation required to maintain membership in good standing. AIAA only requires participation that can be defined by

each TC. It is difficult for some of our members to travel to meetings, given the low levels of funding. We are suggesting the possibility of augmenting membership maintenance with participation "points." For discussion: Do we want to set a voluntary minimum number of points to maintain membership to be earned by a combination of the following: meeting attendance, telecon participation, paper reviews (# abstracts + papers reviewed), moderating sessions, web site management, liaison with report, acting as an officer, etc. The number of points per activity is up for discussion if it is decided that we want to give credit for on-going participation as a means of defining active membership.