

Meeting Minutes

SATC Telecon, 13 May 2016

meeting: 20:00 UTC

Chair: David Wong
Vice-chair: Brent Sherwood

Attendance:

Current total of SATC members: 38

Invited: all

Participating members (24%): 9, individually (In) 0, excused (E) 7

Anton Andonov (I)	Abhishek Jain (R)
Payam Bahrami (I)	✓ Mark Kerr (R)
Olga Bannova (R)	Shahzad Khaligh (R)
	François Lévy (R)
Annette Barnes (R)	Sungwoo Lim (I)
Christian Carpenter (R)	✓ Renée Matossian (R)
Marc Cohen (R)	
✓ Silvano Colombano (R)	Kursad Ozdemir (I)
✓ Ondřej Doule (I)	
Maria João Durão (I)	✓ Georgi Petrov (R)
Michael Fox (R)	Emanuel Pimenta (R)
Shai Gerner (I)	Brian Pitchford (R)
John Gulliford (R)	Raúl Pólit Casillas (I)
Patrick Harkness (I)	Tomáš Rousek (I)
E Sandra Häuplik-Meusburger (I)	Luke Roberson (R)
	✓ Brent Sherwood (R)
A. Scott Howe (R)	Jackelyne Silva-Martinez (R)
Ogbonnaya Iheukwumere (I)	✓ Matthew Simon (R)
E Barbara Imhof (I)	Frederick Slane (R) SACS chair
Rohan Jaguste (I)	✓ David Wong (I)
✓ <i>New members : David Smitherman</i>	

Announcement:

The SATC Organization structure as of May 2016 until May 2018 is as following:

- SATC Chair - **David Wong**
- SATC Vice-Chair - **Brent Sherwood**
- SATC Awards Subcommittee chair 2016-2018 – **Mark Kerr**
- SATC Construction Subcommittee chair 2016-2018 – **Sungwoo Lim**
- SATC Education Subcommittee chair 2016-2018 – **Patrick Harkness**
- SATC Habitability & Human Factors Subcommittee chair - **Jackelynne Silva-Martinez**
- SATC Membership Subcommittee chair 2016-2018 – **Marc Cohen**
- SATC Outreach Subcommittee chair 2016-2018 – **Tomas Rousek**

DW: will contact new members to confirm SC preferences, update the SC organization list on spacearchitect.org website

Spacearchitect.org

DW: member profiles are only shown on Spacearchitect.org after annual due has been received.

ICES:

GP: sessions details to be finalized very shortly. Expected 15-16 papers spread over 4 sessions.

SAS - Workshop

BS/GP: 4 speakers confirmed for the SAS, each with 20min presentation:

David Nixon
Hugh Broughton
Sheryl Bishop
Michael Waltemathe

Followed by 3 parallel thematic workgroups

- The symposium is on Friday only.
- Rooms have been arranged.
- Idea of lunch break book table
- Social Space Architect dinner event proposed to be held on Thursday night in order to catch both ICES and SAS attendance. Need to be pre-booked restaurant for the event due to potential high number of participants.
- Separate SATC meeting to be held
- Online registration for the symposium is in operation
- Student rate has been proposed, details not confirmed and currently not supported by online registration system

AIAA SPACE:

- OD, SH and MS are organizing the sessions.
- Currently have 33 papers in 6 sessions.
- 1 session in collaboration with Space Exploration Track with panel discussion backed up by technical sessions.
- 8 papers in poster sessions.
- SATC social event to be held at the end of the conference.
- Acceptance notification has been sent out. Manuscripts upload process to begin soon.

- Manuscript Deadline: 18 Aug 2016
- Early Bird Reg Deadline: 23 Aug 2016

IAC 67th :

BS: There will be space architecture session in the Space and Society Symposium/ last week of September 67th Guadalajara, Mexico. 10 papers.

General Discussion:

- SA papers spread too thin among too many conferences in a single year
- Too late for 2016, but future years arrangement should be discussed
- Suggestions for alternative year focus between AIAA & ICES
- Suggestion to organize SAS more often (every 4-5 years?)
- No clear solution yet, should be discussed among all members for a strategy for future years

Award SC:

AIAA funding of \$300 will be split between \$200 for 2015 Best paper award and \$100 for 2016 Best student paper award.

Selected action Items (Completed items to be deleted in next minutes)

Item	Description	Lead	Status	Deadline
SA school list – draft for website	Generate publishable list of colleges and school providing relevant space architecture education	Olga (Marc’s list)	Ongoing	
Online SATC outreach brochure update	SATC SA brochure online requires update May latest – SATC members who wish to update the brochure should submit their inputs ASAP	Ondrej, David Contribution from SATC	Ongoing	
Phobos competition	RFP draft		Ongoing	TBD
Space Construction Book	Comprehensive space construction book for space system architects	Raul	Ongoing at 5%	TBD

Next Meeting

- **Next virtual meeting/ telecon - TBD**
- **Next committee meeting in person: ICES (Vienna), SAS (Vienna), AIAA SPACE (Long Beach, CA)**
- Minutes submitted by: David Wong, Brent Sherwood
- Minutes reviewed / approved by all participants by **XX May, 2016**
- Action items updated on **13 May 2016**
- Minutes distributed to members(at)spacearchitect.org by **05 OCT, 2016**