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Date sent: Thu, 05 Apr 2001 22:27:40 -0400
From: Henry K Nahra <Henry.K.Nahra@grc.nasa.gov>
To: Multiple recipients of msptc <msptc@wave.st.usm.edu>
Subject: April 4th Telecon

Dear Committee members:

Below are the minutes of our teleconference held on April 4th, 2001 at 11:30 AM EDT.

The MSPTC teleconference was convened by the Chair Henry Nahra at 11:30 AM EDT. Henry welcomed to the telecon the committee members and guests on the list below.

1. Henry K. Nahra,
Fred Kohl,
Dave Chato,
Mike Doherty
2. John Hochstein-could not make it due to a conflict
3. James Casler
4. Olav Smistad (Invited)
5. Narayanan Ramachandran
6. Stephen D. Tse (Invited)
7. Robert Gustafson
8. Robert Woodard (Invited)
9. Kirby Austin/S. Srinivas
10. Kurt Sacksteder
11. Brian Motil
12. Prof. John Pojman
13. Michael Fiske
14. Jose L. Torero-Joined telecon later??
15. Gerald B. Sanders-Joined telecon later??
16. Edwin Ethridge
17. Jeff LaCombe (Invited)
18. Richard Grugel

Larry Delucas, Diane Linne and Afina Lupulescu could not attend due to travel. This is a 53% attendance without counting the parties invited to the teleconference.

Based on the PROPOSED agenda for the telecon, the chair will address every topic and summarize the action items and actionees.

Acronyms:

AI-No./DI/HKN Action Item Number/Date Issued/Initials of actionee

PTOC Projected Time of Completion

11:30-12:15

- Institute a mechanism within the committee to handle the CVD activities in a better/organized fashion than was done this year. We need to discuss ways to generate a system within the committee that handles this type of activity and receives the blessing of the committee members and such a system would accommodate those members who do not wish to include themselves in such an activity. We also need to discuss what subcommittee would handle this type of activity. Perhaps we should schedule a telecon in February time frame in order to prepare for this activity.

There was a discussion on what constitutes a majority in voting on issues. This discussion came up when members were arguing the process of voting on sending letters to lobby politicians for continuing the microgravity programs and space experiments. The chair took the action to find out what constitute a majority vote in a TC and to draft a process of action to be taken by the committee when such an opportunity presents itself such as the CVD. This process will be debated on the listserver and the chair will call on a vote to baseline this process by the PTOC of the action item. (AI-1/4.4.01/HKN, PTOC-5.4.01)

- The budget situation and its impact on Microgravity Science program M. Fiske had some comments on Paul Todd's letter that circulated on the net. O. Smistad had also some comments on NASA's approach in redistributing funds.

- Other related issues you might have.
None.

12:15-12:25 Call for help on the submission of new nominations and the selection of the candidate for the AIAA Space Processing Award.

There seems to be some confusion related to the number of nominations carried over from last year. The chair mentioned that he had called for volunteers to lead and participate in this effort of selecting a candidate for the Space Processing Award. The vice-chair, Mike Doherty expressed interest in participating but not leading this effort. The chair called for a volunteer to lead this activity again. The deadline is April 11, 2001. If we do not have a volunteer by that time, the chair took the action to select one member who is not involved in any of the nominations to lead this activity (AI-2/4.4.01/HKN, PTOC-4.13.01). Mike Doherty took the action to call the AIAA contact on this activity, Peter Gabriel, to find out the dates for submissions of nominations and the carried over nominations as well as the nominators (AI-3/4.4.01/MD, PTOC-4.12.01)

12:25-12:35 Discussion of our next meeting physical meeting and next telecon. Potential location for the physical meeting is the ISS utilization conference in Florida in October, 01. This is what we talked about during our meeting in January.

Since the majority of the participants are planning to attend the ISS Utilization conference at KSC, the chair took the action to begin the coordination to hold a general committee meeting on the 16th of October, 2001. (AI-4/4.4.01/HKN, PTOC-TBD)

12:35-12:45 Voting on new members. Invited new members are asked to disconnect from the telecon.

The chair postponed the vote to a later date and took the action to look into the issue of the necessity to vote on new members, and he did. Since it is within the responsibility and authority of the of the chair to recruit and select new TC members, and as a result, there is no need for a vote to select new members. The chair makes the decision after a thorough review of the candidate's qualifications and selects the candidate to be a members in the TC. Fred and Olav were correct on this question-thank you Fred and Olav.

12:45-1:00 Issues with action items, steering subcommittee telecon, status/issues with the symposium, other issues members would like to bring for discussion.

Fred briefed the participants on the status of the Fluid Physics review article to the Aerospace America. The article is almost ready to ship to AIAA for review. Dave Chato briefed the participants on the symposium status. The symposium chair and co-chair have in place a planned program, have volunteers for session chairs, and have received 1 abstract thus far. John Pojman brought the issue of potential PIs who are interested in presenting a paper but not interested in paying the full conference registration fee and would like if invited to give a presentation to have their registration fee waived. Dave Chato took the action to check on this issue with the AIAA (AI-5/4.4.01/DC, PTOC-4.13.01). A discussion was initiated on the sessions given in the symposium prime time, that is the first day. Fred brought the concern of ending up with considerable cancellations in session 1 which is concerned with the programmatic aspects of the Microgravity program. Kurt replied that this year, the programmatic issues might be popular given the budget status. Kurt, Fred and Ram entertained the option of expanding session 2 and combining it with session 1. That is, instead of having 8 programmatic papers, we can have 3 or 4 and the remaining papers would fall under the themes of session 2 which have been traditionally themes of enterprises and new technologies. Bob Gustafson mentioned that he and the chair were the only ones who submitted their action items summaries and subcommittee reports on the listserver and questioned whether this process is working. The chair replied by first

agreeing with Bob and asking the subcommittee chairs to send their reports on the net even if there were nothing to report. The chair issued an action item to all subcommittee chairs to post their reports on the net (AI-6/4.4.01/Subcommittee Chairs, PTOC-4.13.01). Ram asked if we were going to review the status of the old action items. The chair replied by pointing out that the status was posted on the net. The chair reviewed the status of the January action items and listed the new action items. The time for the next telecon could not be discussed during the ongoing teleconference due to reaching 1:00 PM (time flies when we are having so much fun). The chair took the action of polling the members on their availability to participate in the next teleconference (AI-7/4.4.01/HKN, PTOC-4.19.01). An action item is assigned to Bob Boucher to incorporate these action items into the TC running list of action items (AI-8/4.4.01/RB, PTOC-4.19.01).

1:00 Adjourn.

I hope I have captured the events in these minutes. Thank you again for making the time out of your busy schedule to participate in the telecon. Take care.

Henry K. Nahra