Minutes of Meeting

Time & Date: 7:30pm, Thursday, Aug 20, 2020 (Next meeting is scheduled on September 24th)

- Zoom Meeting: https://aiaa.zoom.us/j/93420774394?pwd=QkxWaGhnRDHNUpzclM3ZFM1biUo1QT09
- or call: 877-853-5257 US Toll-free or 888-475-4499 US Toll-free
- Meeting ID: 934 2077 4394, Password: 537740

AIAA-NE online information:
- LinkedIn: https://www.linkedin.com/company/aiaa-new-england
- Website: https://engage.aiaa.org/newengland/home

Attendances: Charlie Wilson, Scott Stadler, John Blandino, Gary Wolfe, Rosemary Davidson, Elaine Petro, Qiana Curcuru, Endri Lesha, Umanga Balasuriya, Joe Vornehm, Hiro Endo

Apologies: Medhi Mortazavi

Opening Remarks & Administration

a) Opening Remarks / Administration / General Announcements (Charlie):

- We welcome Qiana, Endri, Phil Hattis, Rosemary and Elaine. Elaine and Rosemary are representing a possible liaison from Women of Aero/Astro at MIT and WPI.
- Planning to start completing the 20/21 chairman’s annual report as events are completed.
- John Blandino will report on his WPI student groups outreach to other schools to support Diversity, Equity and Inclusion.
- Albert Moussa’s presentation on July 29 was a great success.
- Hiro Endo will discuss the section LinkedIn site, zooms and our web site at https://engage.aiaa.org/newengland/home.
- Diversity and Inclusion being organized through WoAA and student organizations.
- University/College Outreach (aka Education) – Mehdi making good progress.

b) Yearly Report & Budget (Scott):

- Done & submitted – Expect to receive a rebate sometime in September.
- Due to COVID 19, many 2020 events and activities were canceled. We have a surplus and will spend more this year than last.
- Medhi has drafted invites for a funding application for students' projects and initiatives.

Some ideas:

- Give out scholarships
  - Contact College faculties & advisors – Offer scholarships for High schoolers, Undergrad, Graduate degree students...
- Fund student projects:
  - WPI Jet Engine team, WPI Student Rocket Launch – ask students to submit a proposal
- Fund STEM activities with women engineers’ groups...
- Invite paid speakers on Zoom (Joe to look into the bylaws)
Committee Chair & Volunteers:

- Outreach for University / College / Institutes (Mehdi)
  - Mehdi drafted invitation letter for funding applications - currently under review.
  - Reached out to student branches. The report of outreach activities below:

<table>
<thead>
<tr>
<th>College</th>
<th>Student Branch Chair</th>
<th>Advisor</th>
<th>Updates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boston University</td>
<td>Pien W van Westendorp</td>
<td>Prof Sheryl Grace</td>
<td>Sheryl reached back. They will put me in touch with officers once Fall is closer.</td>
</tr>
<tr>
<td>MIT</td>
<td>Shannon Cassady</td>
<td>Prof David L Darmofal</td>
<td>Blake retired. Shannon Cassady (chair) is a new chair. Officers selected.</td>
</tr>
<tr>
<td>Northeastern University</td>
<td>Cameron Bracco</td>
<td>Dr Andrew Gouldstone</td>
<td>Officers selected. Interested in fundings. Any ideas to promote engagement for online/remote learning/remote talks/providing supplies. Interested to hear about what other universities are doing.</td>
</tr>
<tr>
<td>Southern New Hampshire University</td>
<td>Rasheed Ricardo Blake</td>
<td>Dr Xinyun David Guo</td>
<td>Any ideas to overcome online learning challenges are welcome!</td>
</tr>
<tr>
<td>University of Maine</td>
<td>Jack O’Kelly</td>
<td>Dr Alexander Friess</td>
<td>Uncertainty. Club restarted in Spring. To be updated for Fall.</td>
</tr>
<tr>
<td>University of Massachusetts - Lowell</td>
<td>Mr Jake T Wilson</td>
<td>Prof Marianna Maiaru</td>
<td>Received lots of good material from David Willis for DBF and Conference Fundings</td>
</tr>
<tr>
<td>University of Vermont</td>
<td>Anthony M Julian</td>
<td>Dr William F Louisos</td>
<td>Officers selected. The student project would be great!</td>
</tr>
<tr>
<td>Wentworth Institute of Technology</td>
<td>Kylee V Julia</td>
<td>Dr Haifa Salman El-Sadi</td>
<td>Officers selected. Interested to get more info on funding.</td>
</tr>
<tr>
<td>Worcester Polytechnic Institute</td>
<td>Ms Krystina Waters</td>
<td>Dr Zachary R Taillefer</td>
<td>Officers selected. A lot of interest in design make fly, also High powered rocketry. Funding will help as they are popular and expensive. One project: Can continue to work on jet engine</td>
</tr>
</tbody>
</table>

- Virtual Student Conference (March 2021?)
  - We need to promote the event... Ask for proposals & paper submission – contact student advisors.
  - John B recommends Mehdi to e-mail student chapters chairs and advisors. Make sure to CC the message to Faculty advisors.
- Jet Engine Project: WPI plans to resume the project in fall 2020. John met with student officers. Transferring project ownership from the Honors group to the AIAA group.

- Advocacy of Diversity and Inclusion (Charlie)
  - Charlie driving the initiative now / hoping to pass it on to a new volunteer later.
  - Charlie reached out to Dexter Johnson (NASA Glenn) – Started to discuss avenues for collaboration.
  - Charlie has also reached out to Sha’Niece from AIAA. Seeking her advice on STEM promotional activities.
• **Women of Aero-Astro (Rosemary & Elaine)**
  - Rosemary and Elaine from Women of Aero Astro joined the meeting.
  - They are looking into expanding the outreach to Colleges across New England.
  - Interested in collaborating with AIAA-NE. Elaine has discussed some ideas for a potential joint event with Gary.
  - Rosemary is interested in reaching out to BU. (Hiro to introduce Rosemary to Prof. Sherly Grace).

• **Advocacy of STEM for pre-college students (Endri)**
  - Endri Lensha has volunteered to lead the STEM activities – Congratulations!
  - Charlie has also reached out to Sha’Niece from AIAA. Seeking her advice on STEM promotional activities.
  - One option is for Endri to reach out to STEM educators (92), and figure out a meaningful way to fund some activities...
  - More development to come...

• **Open Committee Positions – More volunteers wanted!**
  - Public Policy supporting Phil Hattis at Draper. He is a former Vice-President for Public Policy.
  - Honors and Awards Event Organizer.
  - Descriptions of the roles available – please email Hiro if you’re interested!

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**New Services in Development**

a) **Zoom Online**
  - **Goals:**
    - Develop online seminars - Several members have offered to present.
    - Develop an online get together / talks for student members.
      - Give students professional-level experience, interaction with professional members.
      - Showcase their research (e.g. a video of their talk with an AIAA logo) that they could add to their resume.
    - Target setting up Zoom webinar once a month

• **Expert Presentation & Talks (Medhi, Qiana, Endri, Umaga, Gary & Hiro):**
  - **Scheduled talks:**
    - Sept/16: Ian Dargin: “Method and apparatus for removing orbital space debris from near-Earth orbit using the Solar Wind”, hosted by Qiana
    - Oct/15: Anita Sengupta (Oct 15 – To be confirmed): “BU Talk”, Hosted by BU (Sheryl Grace)
  - **November / December Webinar Candidates:**
    - Constantine S: 3D metal & composite printing / Additive manufacturing technologies.
      - Gary & Umaga putting together a bio & plan.
    - Jeff Sounders: Autonomy Chief Eng Air taxi talk (Gary).
    - Student/student groups to present (WPI Rocket Team, WPI Jet Engine Team, etc...), Hosted by Medhi
 Other future talks:
   - Bruce Mackenzie – He has a topic in mind...
   - Elad Kivelevitch: AIAA Intelligent Systems TC.
   - Ask WoAA to present (?).
   - Zoom Student Chapter Get together (David Guo).

 More volunteers wanted!
   - Qiana and Endri are interested in hosting the Zoom webinar – Hiro to give training.

b) AIAA-NE LinkedIn / AIAA Engage website (Hiro)
   - Endri is interested in LinkedIn and Website management.
   - Activities on AIAA-NE LinkedIn Site.
     o Posted Dr. Moussa’s webinar – Attracted 40+ more views.
     o We had 53 visitors, added 2 more followers (total 9) – Working on gaining more followers:
       ▪ Keep posting Webinars, events info & blogs.
       ▪ Send invitations out via AIAA Engage.
   - Activities on AIAA-NE Engage website:
     o Hiro started to edit & add content.
     o Updated:
       ▪ Main landing page
         ▪ Added AIAA-NE LinkedIn URL and Zoom meeting (Monthly Council Meeting) info on the top.
         ▪ Moved Latest Discussions and Upcoming Events blocks to the top.
   - To do list:
     o Add Medhi & Endri on the Committee page.
     o Add event calendar on the website.
     o Share Phil Hattis’ ppt on Public Policy / Congressional Visit.
     o Start a page on Diversity & Inclusion.
     o Add the STEM educators page.
     o Review the site traffic and report.

Professional Activities & Events Planning

   - All in-person events are postponed to 2021 due to COVID:
     o Red Sox Game Social Event (Scott).
     o Collings Foundation Event / Student Display / STEM Promotion (Hiro).
     o Pratt and Whitney Hanger Museum Tour (Hiro).
     o Student Aircraft Event (David W).

Old Business

   - “Remove before flight” tags – Work in progress.
   - AIAA property - 1x Table, 20x Water Bottles – Currently they are stored in Scott’s cellar.
New Business

- Develop a modified budget as things start happening.
- Train more Zoom hosts.
- Develop a “Goals and Vision” statement for the web site.
- Endri writes a blog on Space Summit.