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# AIAA National Capital Section Monthly Meeting

04/05/2023, 8:00pm

Virtual

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## Attendees

Michael Barton, Dave Brandt, Steve Brunetto, Andrew Tidwell, David Spencer

## Agenda

### Past Meeting Minutes

1. **VOTE: Dave** made motion to accept meeting minutes from March 15, 2023. Seconded by Andrew. Vote 5-0: in favor of the motion, the motion carries.

### Chair Activities - Gala

1. Updates to Prior Action Items
  - a. Dave: Talk to AIAA Staff about discount for table
    - i. Actioned below
  - b. Steve: Reach out and get tablemates from Student Branches
    - i. Actioned below
2. Spoke to Nancy, got a booth at Gala for \$2900, can extend to YP/students. 10-15 people. Susan, officers, maybe Robin. They'll want us to bring in young folks!
  - a. David - do we have any fellows/awards? Can we reach out to them to make sure we meet them? Dave - Lindsay sent that out (Dave will send this out) (Peng Wei, Jim Maser?) - (Michael White, Charlie Bolden, Rod Makoske, Pam Melroy, Thomas Zurbuchen) - ask them if they're coming, and let them know
  - b. Steve, 5 officers and 5 YPs/students
  - c. David - Expecting YPs to show up in a tux? No - Black Tie Optional
3. **Action: Dave** to send bill to David
4. **Action: Dave** to send list of new fellows to officers
5. **Action: Steve** to coordinate invites to student branches

### Special Guest: Robin Houston, AIAA STEM/K12 DEI

1. Sorry to be late, DEI Subcommittee was talking about articles in Aerospace America April 2023 that had DEI concerns
    - a. <https://aerospaceamerica.aiaa.org/departments/reacting-to-dei/>
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- b. <https://aerospaceamerica.aiaa.org/departments/opening-up-the-space-community/>
  - c. Should the DEI piece have been printed? Probably good to have the conversation, but surprised to have seen that printed
    - i. He is in diversity already, coming from a rural non-engineer background
  - d. We all want the same things, let's open the table for discussion
    - i. DEI is crafting a response now
  - e. What is diversity - all protected classes, race tends to come first, religion, gender, background, rural vs urban, age, socio-economic
2. Is there something that our section can do to further address these issues?
  3. Robin - I volunteers with NSBE [FIRE Rocket Challenge](#) every Saturday morning 10-1, creating next generation, offered at low or no cost to bring down barriers for everyone
    - a. My daughter won a trip to Space Camp after 8th grade, it changed her life's trajectory
  4. Saturday May 20th Program - [Students To Launch](#) by AIAA Foundation. Middle School as defined by your region (6th - 8th grade in DMV). Targeting underserved/underrepresented students. 50-100 students per hub. 10-20 of them will get to go to KSC, all expenses paid!
    - a. 2022 was a pilot year, 6 hubs with 166 students, this is the growth year
    - b. Robin sees an issue with 2022 - mostly economically driven- large section of African American and Latino kids in Prince George's County - too rich to qualify for some things, not rich to be exposed to a lot of things, have to make sure these kids don't fall through the cracks
    - c. S2L provides all the materials, no cost locally
    - d. Hub requirements - no cost, but need to staff (1 facilitator per 10 students), full day (9-3) of activities, need minimum of 50 to send kids to KSC, up to 100.
    - e. Do all the kids have to be from the same school - no its regional
    - f. We need - finances for food (snack and lunch), will be happening parallel to NSBE end of year activity. Will be at Cap Tech University facility (Laurel Maryland BW parkway). Students can come from anywhere in the region.
      - i. Requesting somewhere around \$1200. AIAA MidAtlantic sponsored last year using AIAA Diversity Grant (\$500 through that)
      - ii. **Action - Robin** to send breakdown of costs and official request via email
      - iii. Robin and Susan attending training tomorrow, will learn more about it soon
    - g. Dave - would you help us with DEI as DEI NCS Committee Chair?

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- i. Robin - already with Natl Association of Rocketry, AIAA National, NSBE, interested in helping, probably can't chair another committee. Happy to help you pick and discuss new projects
    - ii. David - would love it if you could recommend someone from your network
    - iii. Dave - we can write up the event with you as an AIAA section member, maybe that will bring in someone, seeing someone that looks like them might help someone sign up
    - iv. Susan - judging crew is 40% diverse, much more than officers. Active judge in SWE, adjunct professor, could reach out to her. Only had 4 female judges out of 26 this year, but people of different ethnicities, and that's been helped by virtual judging
  - 5. Is there something we can do differently to reach new people?
    - a. Partner with the people you want to bring in
      - i. NSBE Aerospace SIG (special interest group) - joint panel discussion, joint something. There's an MOU in place between NSBE and AIAA - you get membership in one if you sign up for the other. SHPE, SWE, etc, everyone has their own society
    - b. Then follow up and make them feel included
    - c. SWE's trying to get in-person stuff started again as well
    - d. AIAA diversity workgroup, college and professional side, has ambassadors to professional groups, Robin will check in and see if she can get us contacts
  - 6. Steve - how we do we lay the foundation for a successful DEI committee with the group we have now
    - a. Robin - what is your purpose, what is that person supposed to do. Someone help you be effective in the community, bring diversity into monthly meeting
    - b. Mixed feelings in terms of DEI positions. Post George Floyd a lot of DEI positions were set up without mandates
    - c. Steve - Action for future meeting - Council should discuss what should we want to do, or is it something that we should fold into existing committees so it's not silo'd approach. Susan thinks we need a DEI lens on outreach to student chapters, on science fair, and on K12 outreach
    - d. Dave - would be good to have someone who can connect to Howard. Robin - you don't have to be black to make an impact. You have to be relevant, empathetic, and genuine. You have to understand cultural differences, relationships. Being able to relate - it comes with practice. Need to understand differences in language, intonation. Be prepared, learn different vocabularies.
  - 7. Dave - Robin please send us NSBE Sat morn stuff.

## Updates: VP Programs

1. Events Spreadsheet:  
<https://docs.google.com/spreadsheets/d/1Tz2cpivODdqAnv7Uwh57mSYIPdrx04NS8unJfwQF60k/edit?usp=sharing>
2. Updates to Prior Action Items
  - a. Michael: Send Thank You email to SATELLITE happy hour participants
    - i. Complete
  - b. Susan: Research Udvar-Hazy tour (talk with Bruce and Bob)
    - i. No update
  - c. David: Research concourse table for SpaceBall
    - i. No update
  - d. Dave: Work with LTA TC on Policy Event at LM
    - i. Not discussed
  - e. Steve: Reach out to Nancy about VA Drone racing
    - i. Seems like too steep of a learning curve, hard to plan with
  - f. Bruce: find out more about Udvar-Hazy Fly In event and see if we want a table/booth
    - i. Not discussed
3. Event - thanking Science Fair judges (were going to invite them to July event and/or honors awards event)
  - a. Virginia Happy Hour event? Barney and Bee event?
  - b. Udvar Hazy
  - c. VA drone racing (Steve didn't get a response from Nancy)
  - d. Space Ball - June 21, not a Nationals thing, it's organized by the community, organized by Shirag Parikh
    - i. David- Is that something that AIAA could take over?
    - ii. **Action - Dave** to send invite to officers
    - iii. **Potential Action - Michael** to send to members if okay

## Updates: Student Branches

1. Updates to Prior Action Items
  - a. Steve: set up a meeting with Lindsay Mitchell about student branch relationships best practices.
    - i. No meeting - emailed with Lindsay, got pulse of what other sections are doing, got good info
  - b. Steve: talk with Norm and the GWU professor to start the process of branch outreach there (April)
    - i. OBE

## Updates: VP Operations

1. Updates to Prior Action Items

- a. N/A
2. All items covered in special section on Bylaws

## Updates: DiscoverE Future Cities

1. Good to see Aerospace America article!

## Updates: STEM/K-12

1. Updates to Prior Action Items
  - a. Dave: Follow up with Kathy at GSFC to get on summer calendar for awards (March)
    - i. Done July 25/26, Susan still need to work with her on details. Waiting to hear back. It's up to Bryan, Dave and Susan
2. 30 students, 17 of them female, across 24 projects judged at science fairs this year. Good to see more than 50% women!
3. (Lots of discussion in special speaker section above)

## Updates: Treasurer

1. Updates to Prior Action Items
  - a. N/A
2. **Vote:** David proposed we purchase a QuickBooks subscription at \$50/yr. Dave seconded. Vote 5-0 in favor of the motion, the motion carried.
3. The officers discussed Robin's funding request, which was a little vague in the meeting but she said she would provide an update over email. David stated we have plenty of money in this year's budget for this request.
4. **Vote:** Dave proposed that David provide up to \$1000 to Robin and the S2L event depending on her request. Steve seconded. Vote 5-0 in favor of the motion, the motion carried.
5. David will be focused in April/May on finishing the annual report and budget by June 30. The council will help as requested.

## Updates: Honors and Awards

1. Updates to Prior Action Items
  - a. Dave: Send out list of national awards to group
    - i. Still Open
  - b. Dave: Discuss with Norm on how to announce award nomination period
    - i. Dave reached out to Norm and didn't get a response, so we're not going to do an awards-only event in Q2
    - ii. Steve - does it make sense to plan for May 2024 and plan better, have more section involvement?

- iii. David - recommend including Associate Fellow/Fellow awards for future plans as well. We can send out notifications to members in the Fall timeframe.
  - iv. Steve - all this needs to be a yearlong activity, Council needs to define the honors/awards committee, could include advocating for people to do papers, conferences, etc for advancement
2. **Action: Dave** to followup with Norm again and email council, Council to make 2023 award go/no decision over email before May meeting
  3. **Discussion:** If Norm is going to step down, identify someone that is not a young professional to lead Honors/Awards.
  4. **Action: David** to talk to Mary Snitch, we could team her with a younger person

## Updates: Communications

1. Updates to Prior Action Items
  - a. Plan time with Andrew to figure out social media platforms
    - i. No update
2. Plan is to do Q2 email
  - a. SATELLITE event, SciFair, Honors and Awards, Susan has scifair pictures
    - i. SciTech event, Satellite event
    - ii. Dave would announce move to 2024, need volunteers for honors and award committee
    - iii. (don't need volunteers for sci fair)
    - iv. May 20 event - S2L
    - v. Future Cities report

## Bylaws

1. Michael discussed issues with Article XII, officers made a decision on way forward
2. Officers discussed proposed changes
3. Officers went through each tracked change and agreed on each one
4. **VOTE:** Dave made a motion to approve bylaws as changed. Steve seconded. Vote 5-0 in favor of the motion, the motion carries.
5. **ACTION:** Dave to send bylaws to AIAA National

## Next Meeting

Michael will post bylaws and minutes to group and ask about which weeks

Meeting adjourned at 8:42PM