



August 21, 2013

In Attendance

Chair: Matt Zuk

Secretary: Hunt Culver

YP Rep: Tony Mansk

Newsletter: Jennifer Holland (via telecon)

ERAU Faculty Advisor: Luis Gonzalez

Vice Chair: Tristan Clouse

Treasurer: Bill Macdonald

Membership: Taylor Dacko

FIT Faculty Advisor: Dave Fleming

Matt Zuk called the meeting to order at 5:30 pm.

The June 26, 2013 meeting minutes were approved as written.

The July and August Treasurer's report was received and accepted. Current balance is \$1512.07.

Matt Zuk appointed the FIT Faculty Advisor, Dave Fleming, as a voting member of the council. The ERAU Faculty Advisor, Louis Gonzalez declined appointment as a voting member, having expressed that he is uncertain of his availability for monthly Council meetings.

Old Business

- **STEM Guest Lecturer Program:** In Pete Warren's absence Matt summarized the progress of the guest lecturer program. Prospective guest lecture volunteers have reviewed the 28-slide presentation. He has been in regular contact with Ginger Davis of the Brevard County School District. Bill Macdonald has communicated Kim Bragg as a POC for Junior High School science activities. Pete is looking for more volunteers to present during the next school year. A 'training session/review' for all guest lecturers is scheduled for Sept 3 at 5 pm via telecon. There is also the AIAA National webinar "Engineers as Educators", one session is scheduled for September 18, 2013, from 2 – 3 pm ET. Matt encouraged all Guest Lecture Program participants to view the webinar. Lastly, Jennifer Holland will share the Outreach presentation with the Section's Educator Associates via an email announcement.
- **Public Policy**
The 2013 national public policy program is titled "All Aerospace is Local" (formerly August is for Aerospace). The Section Council is pursuing appointments with Bill Posey and Bill Nelson this month with up to 5 council/members attending. Tony Mansk remarked that he has a friend in Bill Nelson's office. There are ten policy issues to choose from to discuss. Bill Macdonald stated we should request the AIAA national booklet as a handout for the representatives. Matt took an action to request the booklets and an electronic pdf version as well.

New Business

- The Council is working on a joint dinner meeting with two other organizations – the Missile, Space and Range Pioneers (MSRP) and the National Space Society (NSS). The planned date is Friday, October 11, 2013. The National Space Society is conducting a workshop in Cocoa Beach that

weekend and representatives will be here from Huntsville, Alabama, Georgia, and the North Texas Chapter. Several speakers are being pursued and a venue has not yet been selected. Mr. Bob Sieck (Apollo Systems Engineer and Space Shuttle Launch Director) has been asked as a backup keynote speaker.

- NASA Family Education Night is scheduled for September 28, 2013, from 5:30 – 8:30 pm at the Astronaut Hall of Fame in Titusville. Liz Wise is the point of contact with NASA. The event is open to elementary-school children and has been advertised at local schools and libraries. The section is planning to participate this year with a paper airplane contest. Pete Warren is the coordinator. The section's booth will be outside along the main thoroughfare and underneath the awning. No electricity is available, but a table and four chairs are provided. It is recommended that you bring a lawn chair and water. The activity is meant to engage the family with hands-on activities to stimulate the kids; last year there were over 1300 participants. Jennifer Holland will distribute a request for volunteers in an upcoming email.
- Dave Fleming reported that the STEM/Robotics competition is scheduled for October 5, 2013, from 9 am – 2 pm at Roosevelt Elementary School on Minuteman Causeway in Cocoa Beach. The purpose of the event is to help robotics teams and to encourage interaction between the elementary level and high school levels. While not a competition the FIRST Robotics teams are assigned time slots to demonstrate their robot. FIT will present its lunabotics demo. The event is an opportunity for students to interact with technical professionals as well as for professional society members to see what students are doing. Due to education cutbacks in extracurricular activities, several professional societies like CCTS, AIAA, NASA Alumni League, AFCEA, and INCOSE are sponsoring the event by providing monetary support. The next planning meeting is in the CCTS Conference Room at 5:30 pm on August 28th. This year there will be a new volunteer opportunity for AIAA membership. Technical seminars are planned to engage and encourage high school students to continue their technical pursuits. A question arose regarding AIAA insurance coverage for the event; Matt Zuk took the action verify this with Emily Springer. There was a motion to donate \$500 from line item 23.0 of the Section's budget plan to support the CCTS robotics day competition. The motion was seconded and passed. Matt requested we get a headcount by category for the event: number of students, parents, and society members. Tristan requested a copy of the flyer from Dave for Jenn to send out to section members to solicit their support.
- FIT Aviation Day is planned for Saturday, October 12, 2013, at the FIT hangar at the Melbourne Airport. It is an AIAA membership promotion opportunity. Matt Cohen is the FIT coordinator for this event. AIAA National is promoting aerospace 'professional' membership for technicians and operators to join as associate members. A call for volunteer support will be made through the upcoming newsletter; there will be two volunteer sessions - morning and afternoon.
- Also on Saturday, October 12, 2013, is the Society of Women Engineers (SWE) WOW! That's Engineering! event. SWE needs volunteers to run "modules" at this event; one primary person with an assistant. There are different activities for girls from 8th to 12th grade to inform them about all of the different types of engineering. The website address is: <http://www.swe-sc.org/WOW/>. AIAA has agreed to advertise the event as well as recruit volunteers. Matt requested it would be beneficial

to record which AIAA members volunteered to include it in our annual report. No AIAA funding is planned for this event.

- Regional Leadership Conference (RLC) Recap: Matt Zuk attended the conference which was held in Los Angeles concurrent with AIAA Board of Directors meeting. The general purpose of the conference was to show how to run the organization and to show that what happens at the national level relates to the local sections.
 - A primary focus of the RLC was on an ethics case involving plagiarism. The dispute identified the need to revise the guide of ethics which had seen view revisions since it was originally written. There was no avenue for rebuttal and no mention of the use of electronic media. A committee is revising the code of ethics, and the guidelines to practice will be distributed from national down to the section and to the members.
 - Another topic emphasized at the RLC was for the sections to make full use of the deputy directors for their region. Each council position has a deputy director. We are in Region II and we should reach out to them as a resource. Matt stated he had recently e-mailed the council members the names and positions of our regional deputy directors.
 - Matt reported that the RLC has a standard structure to use for RAC Report, and he will pass along to Luke for his use. In a related note Tristan report that Chris Jessee has now added Luke to the RAC distribution list.
 - At the RLC Matt saw how we are to make use of surveys. There are several methods to manipulate the Data Maker information to mine demographic data. They showed how to use demographics to plan your activities. Jennifer Holland made a suggestion for networking events and dinner meetings for each person to be given a form to survey other people at the event. This would encourage socializing through competition. The survey forms would be collected at the event and a prize given to the member who did the best survey and collected the most information. The survey would only be three or four questions, and Tony Mansk and Taylor Dacko were asked to consider developing those questions. During the next dinner meeting planning session, the planning committee should take an action to develop this survey. Matt recommended that when planning a chapter event, the event organizer should prepare a set of canned questions to ask participants; sort of a colleague scavenger hunt (personal survey).
 - The last RLC input was for sections to encourage students to transfer or renew their membership. The council discussed how to make use of Data Maker to compare FIT/ERAU student list, to monitor their upgrade status, and to target graduating seniors specifically.
 - Matt stated he would send out slides from the RLC, which can be found at [2013 RLC Sharepoint Site](#).

Committee Reports

Vice-Chair (Tristan): No additional input.

FIT Faculty Advisor (Dave Fleming): FIT new student officers were elected. Gabby Leesman is continuing as the Student Branch President. Dave reported that approximately half of the student council continued, and he will forward the names to the council.

Young Professionals (Tony Mansk): Tony is talking with Scott Colloredo from NASA/KSC about presenting a talk to the YP group. The location has not been decided, but the event will likely be after work on a weeknight in September or October. This is an opportunity to use Data Maker to select a convenient location based upon where the majority of the YP members work or live. It was suggested that there is an evening launch in October, which might be used as an attraction to pull YP members to the event. Tony will coordinate with Jennifer to get the word out.

CCTS Rep (Bill Macdonald): CCTS is planning the 43rd Space Congress for April 24-25, 2014. Similar to how Brevard County is expanding into aeronautics work, the leadership is looking to broadening the scope of the event to be more oriented to including aeronautics as well. CCTS is looking to be a catalyst toward this transition and is considering the possibility of job fair to help augment technical society at this event. Last year AIAA helped with organization and planning. Long-range plans for Space Congress 2019, the 50th anniversary of first walk on the moon, is considering a weeklong series of events.

ERAU Faculty Advisor (Luis Gonzalez): Last year's Student Branch President, Kurt Schwarz, has graduated and Josh White is taking over. He was their event planner last year and will be a good leader. Matt has contacted Stephen Brock at AIAA National to get a copy of the standard pitch for student activities. He is working with Lisa Davis, coordinator of all freshman classes, to make a presentation when all clubs on campus present for 5 min. Matt will offer self as guest speaker to ERAU. Similarly, it was pointed out that FIT's student chapter should have tables/computers at FIT aviation day to get the word out about membership. Josh's event is in early Sept. Matt noted that student president's are invited to attend this meeting via telecom. This section provides \$400 toward the student chapter Spring dinner meeting and is looking forward to a summary of their upcoming events.

Membership (Taylor Dacko): Provided some demographic data he had compiled from Data Maker.

Section Numbers (As of 8/18/2013): Fellows 2, Associate Fellows 53 (11%), Honorary Members 1, Associate Members 3, Members 67 (15%), Senior Members 171 (38%), Educator Associates 51 (11%), Students 107 (24%)

Regional Areas: Cape Canaveral Area 127 (with 22 listed at KSC) (30%), Jacksonville Area 47 (10%), Daytona Area 110 (including 59 students) (25%), Melbourne Area 153 (including 22 students) (35%), plus several extraneous addresses listed outside the Space Coast

Top Interests: 1st – Space Ops and Supports, Space Systems, Aircraft Design, Management
2nd – Space Transportation, Space Systems, Launch Operations
3rd – Space Operations, Space Systems, Space Sciences, Space Transportation

Secretary (Hunt Culver): No additional input.

Newsletter/Communication (Jennifer Holland): Jennifer posed the question of a distribution date for the next newsletter. She wants to promote upcoming events and would like any articles that we might want to include. Potential articles are chairman's corner, RLC recap, student branch activities, upcoming volunteer opportunities, and a forecast of events. Matt Zuk suggested we publish a forecast of events twice a year in order to allow membership the opportunity to plan ahead. There was a discussion of determining which members, who have indicated they do not want to receive emails from AIAA nation, do want to receive section emails of local activities. The consensus was to poll those members to determine their position. The next newsletter is to be sent by September 15, 2013, so articles are due to Jennifer by September 10. Jennifer also requested everyone send your picture to include with the roster.

Appointments: Matt Zuk appointed Bill Macdonald the AIAA representative to CCTS Executive Board and also appointed Dave Fleming (FIT Faculty Advisor) as a voting member of the Section Council.

The meeting adjourned at 7:20 pm.

The next meeting is Wednesday, September 18, 2013.