Minutes of Meeting

Time & Date: 7:00pm, Thursday, June 17, 2021 (Next meeting is scheduled for June 17th, 7 pm)

- Zoom Meeting: https://aiaa.zoom.us/j/95963441809?pwd=TjdUODZOSndiQkJ2amlRaEdSNEo5dz09
- or call: 877-853-5257 US Toll-free or 888-475-4499 US Toll-free
- Meeting ID: 959 6344 1809 / Passcode: 910506

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


Apologies: Kristen Bowers, Jeffrey Mobed, Joe Vornham, Umanga

1. Opening Remarks & Administration (Charlie)

- 2021-2022 kick-off
  - Review of AIAA-NE mission/goal statement
  - Refine goal statement to “support student branch activities”
  - Refine statement in support of graduate students to be more open ended and general in nature
  - Update AI terminology to “AI/ML/Autonomy” to represent common industry terms for artificial intelligence and machine learning
- Activities & events planning for the season
  - Hiro presented a first pass schedule for the 2021/2022 planning year; Gantt chart template well received by Council
  - Budget allocation
    - First pass budget template presented by Hiro; please send budget proposal to Hiro
    - Targeting a spend of ~$10k for FY22; burn down some of the carry-over funds from previous years
    - Charlie presented the strawman budget included in our annual audit. It recommends we spend $10,500-10,760 in FY22

- Finances / Expenditures (Osa / Dave Guo)
  - No further update presented
  - Proposals for spending should be sent to Hiro

- Newsletter (Jeff / Charlie)
  - Draft of summer newsletter forthcoming

2. Reports by Committee Chairs & Volunteers:

- Diversity, Equity & Inclusion (Osa, Charlie, Endri)
  - Reachout to NSBE advertising upcoing talk by Jim Kuchar
  - Working with “Empower Yourself” to reach Brockton and Boston public school students; working to get them laptop donations from MITRE to support students learning coding
- Working with Cedric, leader of Empower Yourself
- Request to provide role models for students to familiarize them with practicing engineers; socialize path to an engineering career.
- We don’t need to spearhead these events; contributions are just as valuable if we partner or participate in events organized by other organizations (eg. NSBE)
  - Christian North shared the “Underwater Dreams” documentary as potential activity to inspire and engage students; JPL documentaries as another possible source of material to engage and inspire students
    - Christian to share these documentaries via Engage
    - Offer $250 grants to educators or student groups who are inspired

- College Outreach (Umanga)
  - Watch party during AVIATION Forum.
  - Events for college students without a student chapter.

- College Branch Activities / Updates from Advisors
  - UMASS (Prof. Sherwood)
    - No update
  - BU (Prof. Grace)
    - No update
  - WPI-AIAA/WoAA (Kirsten / Prof. Blandino)
    - WoAA activities
      - Not much is going on for summer, but we continue to plan for this upcoming school year
    - WPI AIAA chapter activities
      - Switching communication platforms soon for easier communication
      - UAV/Drone - Purchasing drone kits for upcoming academic year
      - Model Rocketry - Preparing to attend rocket launch once school starts to get people L1 certified
      - Jet Engine Project - Some people remain on campus over summer to work on the project - additional updates via email forthcoming
      - High Power Rocket Club activities - Hosting summer workshops in CAD, Programming (Python), Controls, FEA (Ansys), and CAM (Esprit)
        - Testing electronics from this competition year and preparing designs for the upcoming competition year
      - DMF - Solar wing project continuing over the summer/upcoming school year
  - Middlesex Community College (MCC) - Model Aviation Club (Christian)
    - Contacted UML to start process to have an adjunct AIAA student branch associated with UMP; progress slow as most people are gone for summer
    - Request to donate Tello drone to NSBE (Mr. Gatera) for ARC project
      - Request for AIAA to donate 1 Tello drone to support team practicing in advance of competition
• MIT (BWSI) has ordered 4 drones for evaluation in advance of using them for upcoming BWSI course; will provide one Tello drone to Mr. Gatera
• Allison indicates the Council has one spare Tello drone from last year
• Request made the Mr Gatera formally requests Tello drone from Council

• STEM / K12 Outreach
  o Aero-Robotics Competition (Allison)
    ▪ Prizes have been sent out
    ▪ Deep in planning phase for next season: goal for 10 teams in New England Region (pending COVID)
    ▪ Will be both autonomous and semi-autonomous portions to competition
    ▪ Allison offered to add schedule details for ARC into the AIAA gantt chart schedule
    ▪ Request made for high school educator contacts in advance of August kickoff
      • Bob Shin offered to forward an announcement to the MIT PK-12 email list
      • Osa asked to be included on announcement; offered to forward on to Brockton schools
    ▪ Christian inquired about mentorship qualifications - Allison to provide Christian information on volunteering for ARC - information could be included in newsletter
  o MIT-LL Beaver Works Summer Institute (Bob Shin & John Blandino)
    ▪ Summer course development this summer: building a cubesat
      • Goal is to make the course available this Fall
      • Targeting 20 teams (up to 5 students) with goal of a competition in the Spring
      • Waiting on MOA between MIT and AIAA
      • Work to-date has been on ironing out language and templates for web pages, volunteer forms, etc. Much of this can be finalized once the MOA is signed.
      • Goal is for this partnership to expand beyond New England to include a significant portion of Region 1
        • Meeting schedule with Region 1 DIrection; K-12 director
        • Desire to coordinate support in future years
      • Course cost $15k - most of the cost is in the $250 kits provided to each team and to mentors; targeting 20 teams across Region 1
        • To date - kits have been procured and assembled by BWSI staff/volunteers
        • BWSI looking to partner with a local company to outsource kit assembly
  o $250 STEM Grants (Endri)
    ▪ No additional activity to report since last meeting
    ▪ Recent exchanges with educators focused on summer camp opportunities; BWSI opportunities
    ▪ Potential opportunities to fund K-12 membership fees and use the $250 STEM grants to offset BWSI kit costs - Osa took a note to add this to the 21/22 budget plan

• Professional Development & Technical Courses:
  o Sustainable Aviation (Charlie) / Space System & Technologies / Hypersonic / AI & ML / Other
  o How much does it typically cover? ~$200.
Allison attended a Sustainable Aviation course last year, and she presented an excellent summary to the council.

MIT-LL also offers courses on cubesat and autonomous UAV courses for $165/course. If you’re interested, please inquire Bob Shin for more info.

Send email to officers to inquire if you have any course(s) that you’re interested in.

- **Zoom Webinars (Hiro)**
  - June 24: TCAS seminar with James Kuchar of MIT LL
    - Hiro had a rehearsal session with Dr. Kuchar. All set to go on 6/24.
    - The webinar date sent around with the council meeting invite was wrong (6/27) - it should be 6/24.
  - July 1: Proposed date for Hydrogen in Aviation Panel (arranged by Albert Moussa of BlazeTech)
    - Albert thanked Allison, Caroline and Hiro for help setting up the panel session.
    - Hydrogen aviation is a hot topic of the day - Airbus just announced a plan to build the H2 plane…
  - Ideas for Aug/Sept & future zooms?
    - Charlie offered to look into inviting a distinguished lecturer from the AIAA list.
    - Phoenix and Endri offered to look into his contacts.

- **In-person event for 2021/2022:**
  - Events in planning:
    - Aug/28: Mass Air & Space Museum in Hyannis & BBQ Lunch (Jeff)
      - No update for tonight - both Umanga and Jeff are out.
    - Astronomy Night on the Cape proposed (Endri & Jeff)
      - Endri is still looking for a suitable venue…
      - Send around an inquiry on the AIAA Engage network?
    - Sept/Oct: Pratt & Whitney Hangar Museum Tour (Hiro)
      - Hiro started to plan the event in Fall 2021.
      - Scheduling the event to sync with the academic activities so that we get more college students to attend the event…
      - This is also a great event to get STEM and DEI educators involved.

  - Proposed Events:
    - Collings Foundation – STEM Day with Students (Late summer, Fall 2021, or June 2022)
    - New MIT Museum visit (April/May 2022)
    - Boeing / Aurora Flight Science office visit (Above the MIT Museum) (TBD)
    - Science Day (TBD)

  - Agenda:
    - Confirm the event dates & launch promo campaigns (cross-promote to DEI/STEM/Colleges).
    - Work towards sending out the event notice (and an event plan) ahead of time so that students, STEM & DEI educators can incorporate them into their plans.
• **Honors & Awards**
  o Set up a certificate (or token) to thank the webinar speakers who volunteered to support our zoom sessions (Hiro).
  o Set up awards to recognize and promote leadership figures in college branches, STEM, and DEI educators.
    • Need to develop a criteria and a list of candidates in each area...

### 3. Other

• Naveen is interested in volunteering! - Proposal is to work with Charlie to set up the distinguished lecturer session.
• Next council meeting on July 22, 7:00pm-8:00pm.