

**DRAFT MINUTES OF THE Aerospace Nuclear Science and Technology (TG) MEETING
AMERICAN NUCLEAR SOCIETY
Albuquerque Convention Center, Ruidoso, Albuquerque, New Mexico
Sunday, November 12, 2006, 12pm – 2pm**

Members Present:

Pablo Rubiolo, Westinghouse Co., Chair
Jon Carmack, INL, Co-Chair
Leo Bobek, UMass-Lowell, Secretary
Robert Singleterry, NASA, Treasurer
Shannon Bragg-Sitton, NASA-MFSC, Past-Chair
T. K. Larson, INL
Boise Pearson, NASA-MSFC
Heather MacLean, INL
Kevin Robb, U-Wisc. (Grad. Student)
Paul Edelmann, LANL
Tony Elliot, Oregon State (Grad. Student)
Mike Zerkle, Bettis Atomic Power Lab
Eric Steinfelds, Medical College of Wisc.
Kathryn McCarthy, INL
Andrew Klein, INL/OSU
Melissa VanDyke, NASA-MFSC (via phone)
Dion Sunderland, ANATECH Corp. (via phone)
Eric Alderson, ANS Student Liaison (via phone)

1. The meeting was called to order at 12:05 PM by Chair P. Rubiolo after a quorum determination. The Chair presented an overview of the Agenda. The agenda was approved.
2. Bylaws and Rules Development
 - a. S. Bragg-Sitton reported the Bylaws drafted and approved by ANST became void due to the requirement by the ANS Bylaws and Rules Committee (BRC) that all Professional Divisions (PDs) and Technical Groups (TGs) conform to Standard Bylaws. The ANST voted to approve the Standard Bylaws. However, per a discussion with the BRC Chair, Alan Levin, the BRC expects one further change to the Standard Bylaws to correct an error in the current version with regard to how the Bylaws can be amended. Therefore, ANST is currently in compliance with the Standard Bylaws; however, BRC expects one additional change to the Standard, at which time we will need to again vote to accept this Standard set.
 - b. A draft set of Rules for ANST needs to be completed. Rules contain the details on how each PD or TG conducts its business (e.g., officer replacement and transition). The rules have to be consistent with the Bylaws. S. Bragg-Sitton, P. Rubiolo, and R. Singleterry will form a committee to draft Rules. There is no official deadline for approving the rules but it was suggested to develop a first version by early next year.

Agenda Item 13.d: T. Elliot presented information on the OSU Student Conference to be held March 29-31. The conference website may be found online at <http://groups.engr.oregonstate.edu/ans/conference.htm> It was noted that support for the Student Conference was approved at the previous June meeting (see minutes). T. Elliot also requested assistance in paper reviews and offered to make a review form for use by ANST volunteer reviewers.

3. ANST Executive Committee Nominations
 - a. S. Bragg-Sitton presented the slate of candidates for 2007 (attached). She explained the strategy of establishing two-year terms for officers by nominating the current Secretary (L. Bobek) to another 1 year term, and the nominated vice-Chair (T. Larson) to a 1 year term. The Chair would subsequently serve 2 years. The nominated Treasurer (D. Sunderland) would serve 2 years. This strategy will result in the Treasurer being nominated in odd numbered years, and the Secretary and Vice-Chair to be nominated in even number years. J. Carmack moved to approve the '07 slate and the staggered nomination process. P. Rubiolo seconded. The motion passed unanimously.
 - b. P. Rubiolo requested each committee chair provide a short report via email for the June '07 meeting.

4. '07 SNC Topical Meeting

- a. S. Bragg-Sitton presented copies of the Call For Papers for the '07 Space Nuclear Conference (SNC). She emphasized the fast approaching 12/1 deadline for abstracts and the need for the ExComm and SNC Technical Program Committee to solicit papers. She reported the slate for invited plenary speakers is being filled with several notable individuals from NASA, DOE, and the U.S. Senate. R. Singleterry discussed the need for a notable plenary speaker from industry (e.g., Lockheed). S. Bragg-Sitton offered to follow-up on the suggestion.
- b. J. Carmack recommended the CFP be sent once again to ANST membership to encourage papers and participation. S. Bragg-Sitton offered to follow-up.
- c. T. Larson presented a summary of the paper review process.
- d. S. Bragg-Sitton presented the outcome of the discussions with OPD in regards to the ICAPP – Space Applications track. ANST has not been given full credit by ANS for papers submitted to this track. OPD Chair H. Stiles in an email to S. Bragg-Sitton agreed to: 1) to have ANST as a co-sponsor of the space application track, 2) ANST would agree to summarize sessions in the track for the OPD Newsletter, 3) Revenue generated by the track would be split 25% (OPD) and 75% (ANST) if ANST provide all the functions required for the sessions (call for papers, reviewers, chairs, etc.) 4) ANST would get full credit under ANS metrics with the exception of any sessions organized by OPD.
J. Carmack moved to approve this agreement with OPD. M. Zerkle seconded. The motion was approved unanimously. H. MacClean questioned how the agreement would be recognized by ANS. S. Bragg-Sitton stated that co-sponsorship would be indicated in the session organization paperwork. The OPD ExComm will also vote on the agreement. A. Klein recommended a letter of agreement be signed by H. Stiles and P. Rubiolo and sent to ANS (D. Hoffman). S. Bragg-Sitton and P. Rubiolo will follow-up.
- e. D. Sunderland summarized efforts for coordinated meetings with other societies or groups. These include TMS (Minerals, Metals & Materials Society), Oak Ridge National Lab, American Society of Testing Materials (ASTM), and American Institute of Aeronautics & Astronautics (AIAA). There is some overlap of persons participating in ANS & TMS. There appears to be no overlap into ASTM from the ANS/TSM participants. He will be contacting ASTM later in the week.

5. Technical Program

- a. M. VanDyke presented a summary of the ANST Technical Program Committee status. (Note: There was difficulty in the phone communication and S. Bragg-Sitton assisted with the presentation). It was reported that due to a change in professional position, M. VanDyke can no longer serve as TPC chair, though she wishes to continue assisting. M. VanDyke nominated B. Pearson to be the new ANST TPC chair. S. Bragg-Sitton moved to approve the motion. D. Sunderland seconded. The motion passed unanimously. It was requested to M. VanDyke to provide all the necessary information and documents to B. Pearson.
- b. Discussion ensued of the ANS policy and formula for financial rewards to divisions and TGs for papers presented at meetings. The policy and formulas result from the 1999 ANS Task Force III (a copy of the TFIII Meeting Revenue Analysis was sent to the ANST ExComm by S. Bragg-Sitton via email in August). It was noted the policy can provide an incentive to divisions and TGs to withhold papers at one meeting for use at the next meeting to meet the minimum numbers required. K. McCarthy offered to discuss this potential flaw in the TFIII policy with the BOD.
- c. B. Pearson presented the slate of sessions for the '07 Nov. meeting. The sessions offered would be the same as those proposed for the current meeting. J. Carmack suggested the slate should include a session on the Applications of Radioisotopes in Space. B. Pearson agreed to add this proposed session.

6. Treasurer's Report

- a. R. Singleterry presented the budget data. For FY07 there is \$2546 in the ANST account. Expenses for 2007 are expected to be \$900. Of this, \$300 is for Honors & Awards, \$400 is for student travel support for the two ANS national meetings, and \$200 for student conference support. Approximately \$500 is provided to ANST for membership, leaving a \$400 deficit that should be cover by the revenues obtained from biannual topical meetings (SNC). J. Carmack moved to approve the budget. M. Zerkle seconded. The motion was approved unanimously. The 2007 budget has to be sent to ANS before the end of the year.

7. Membership, Honor and Awards

- a. P. Rubiolo stated the ANST membership is maintaining at approximately 500, with the numbers of new members approximately matching the numbers of members lost. He offered to track the new members and send a letter welcoming and encouraging them to participate in the TG activities.

- b. The SNC'07 was discussed as an opportunity to recruit new membership. A brochure and/or flyer will be made available at the meeting. J. Carmack offered to help with finalizing a brochure/flyer for the '07 meeting.
 - c. J. Carmack requested nominations for an ANS Fellow from the membership of ANST. He will then submit suitable nominations to the ANS Honors & Awards Committee.
 - d. Discussion ensued of a Best Paper Award for SNC'07. A two part process was suggested that would include nominations during the paper review process and from the paper presentations. S. Bragg-Sitton offered to develop guidelines. J. Carmack offered to assist. M. Zerkle suggested the Reactor Physics Divisions process as a model. He offered to provide the RPD paper review metrics to S. Bragg-Sitton and J. Carmack. Action to be follow-up by S. Bragg-Sitton, J. Carmack and P. Rubiolo.
 - e. Discussion ensued of methods for recommending papers to peer reviewed journals. A. Klein offered to send information to S. Bragg-Sitton and J. Carmack on this process.
- 8. Communications and Public Information**
- a. D. Sunderland provided an update on the ANST Website status. He requested feedback on site content and look. P. Rubiolo will provide D. Sunderland the documents that need updating on the site. A suggestion was made to add a conceptual graphic related to space nuclear power.
 - b. D. Sunderland reported he plans to have an electronic version of a Newsletter out by the end of the year. He requested contributions from the Chair and TPC. Discussion ensued as to whether the goal of having an electronic newsletter each month was too ambitious. Bimonthly was seen as more practical. It was suggested the electronic newsletters could be consolidated to create one or two mailed hardcopy newsletters each year to maximize the probability of being received by all ANST members. Ways to improve the newsletter were also discussed. P. Rubiolo, D. Sunderland and S. Bragg-Sitton will develop a standard template.
 - c. P. Rubiolo discussed the conduction of business via ANST ExCom list and conference calls. He is planning a conference call for Feb.'07. The policy of electronics votes was discussed and it was agreed the Secretary will append the results of electronic votes to subsequent meeting minutes.
- 9. ANS HQ / Professional Divisions**
- a. P. Rubiolo presented a brief summary of ANS and Professional Divisions status.
- 10. BoD Liaison Report**
- a. K. McCarthy noted she would bring the issue of paper financials to the BOD (5.b of these minutes)
- 11. Public Policy Updates/Report**
- a. There was no new status for the ANST public policy statement.
 - b. P. Rubiolo provided a brief summary of the Realism Project (an ANS Position Paper) which provides a more realistic evaluation of power plant accident consequences.
- 12. Professional Division Progress**
- a. S. Bragg-Sitton provided a brief summary of ANST metrics. In general, ANST is in good shape. A previous red metric associated with communications has now improved with the availability of the ANST website. In the coming months ANST will start discussions with PDC (D. Hoffmann) to agree on changes to the metric that could increase the metric accuracy in evaluating the TG performance.
 - b. S. Bragg-Sitton stated a proposal to establish ANST as a division needs to be sent to the Professional Divisions Committee before next June. The ANST request may compete with other TGs & WGs requests. P. Rubiolo and S. Bragg-Sitton will draft the proposal.
- 13. Other Business**
- a. P. Rubiolo requested each ANST committee chair and officer to provide a post-job brief to the ANST chair by the end of their term in office. The post-job brief should contain: lessons learned, list of persons of contact (POC) and the overall schedule. As part of the transition process the leaving officer should provide and discuss his post- job brief with the new officer (by email, phone or personally). The new officer should prepare a pre-job brief containing the list critical tasks; anticipate problems and defenses and the overall schedule. Chair should compile the pre and post job briefs and keep them in the overall TG records..
 - b. It was agreed that the ANST chair will be responsible of collecting all the key ANST documentation and provide an electronic copy to the new elected chair by the end of his term.
- 14. The meeting adjourned at 2:00 PM.**