

MINUTES OF THE  
OUT-GOING COUNCIL MEETING  
(June 6, 2004)

Subject to the approval of the ION Council the following minutes are submitted. The Council Meeting was called to order on June 6, 2004 at the Dayton Marriott, Dayton, Ohio at 1pm. Those present were:

**VOTING COUNCIL MEMBERS:**

<u>Name</u>	<u>Out-Going Office Held</u>	<u>In-Coming Office Held</u>
Larry Hothem	President	Immed. Past Pres./Nominating Chair
Dr. Penina Axelrad	Executive VP/ Strategic Planning Chair	President
Dr. Chris Bartone	Eastern VP	Outreach Committee Chair
Dr. Rudy Kalafus	Immediate Past President	Past President
John Lavrakas	Satellite Division Chair	Satellite Division Chair/Western VP
Dr. Duncan Cox	Membership Chair	
Dr. Chris Hegarty	Publications Chair	Publications Chair
Dr. Frank van Graas	Meetings Chair/Past President	Meetings Chair/Past President
Dr. Richard Greenspan	Bylaws Chair/Past President	Bylaws Chair/Past President
Len Jacobson	Sections Chair	Finance Chair
Karen Van Dyke	Fellows Select Chair/Past President	Past President
Jim Arnold	Land Rep. (2 <sup>nd</sup> year)	
Dr. Dorota Grejner-Brzezinska	Land Rep. (1 <sup>st</sup> year)	Land Rep. (2 <sup>nd</sup> year)
John Neilson	Space Rep. (1 <sup>st</sup> year)	Space Rep. (2 <sup>nd</sup> year)
Jim Doherty	DC Section Chair	Executive VP/DC Section Chair
Dr. Mikel Miller	Dayton Section Chair Proxy	Sections Chair
Clyde Edgar	So. California Section Chair	So. California Section Chair
Stan Lewantowicz	Past President	Past President
Len Sugerman	Past President	Past President
Ron Hatch	Past President	Past President
Phil Ward	Past President	Past President
Dr. John Raquet	Outreach Chair	Eastern Region VP
Cdr. John Macaluso		Marine Rep. (1 <sup>st</sup> year)

**NON-VOTING MEMBERS:**

<u>Name</u>	<u>Out-Going Position Held</u>	<u>In-Coming Position Held</u>
Jim Farrell	IMU Interface Standard	
Carl Andren	Technical Director	Technical Director
Lisa Beaty	Director of Operations	Director of Operations

It was determined that a quorum was achieved. Those present were advised that only out-going council members, consisting of out-going elected officers, standing committee chairs, section chairs and past presidents, should vote during the out-going council meeting and visa versa for the in-coming council meeting.

**AGENDA**

See Attached File: [Agenda.pdf](#)

Approval January 2004 Council Meeting Minutes: Larry Hothem

**Motion:** Council approves the January 2004 Council Meeting Minutes with a correction to the motion listed under the Bylaws Committee Report where “Article I” is added before the reference to Section 5 referenced in the motion. Motion made by Richard Greenspan, seconded by Len Sugerman and passed by Council.

President's Report: L. Hothem

See Attached File: [President\\_Report.pdf](#)

Executive VP & Strategic Planning Report: P. Axelrad

Dr. Axelrad, Exec. VP, reported that in the past year she had attended the three ION meetings and executive committee meetings. Because of substantial work on the Strategic Plan in 2002 by Rudy Kalafus, it was decided that no further changes were required this year. It was reported that meeting planning was proceeding under the guidance of Frank van Graas and the national office staff.

Dr. Axelrad suggested that the only area she felt needed addressing was the future of the Annual Meeting (*see comments under the In-Coming Council portion of these minutes*). It was reported that competition for papers and attendees with PLANS, the joint military navigation users conference sponsored by the JPO and the European’s GNSS meeting is a significant problem. She reported that she had been talking with various ION members about the nature of this meeting and what might be done to revitalize it and/or to have it better serve the ION’s membership.

Eastern Region VP Report: C. Bartone

See Attached File: [Eastern\\_VP\\_Report.pdf](#)

Western Region VP Report: D. Crouch

See Attached File: [Western\\_VP\\_Report.pdf](#)

Sections Committee Report: L. Jacobson

See Attached File: [Sections\\_Report.pdf](#)

There was some discussion as to the need to differentiate between the Sections Chair and Regional VP reports and whether or not the duties had become too overlapping.

The Council recognized Len Jacobson and Duncan Cox for their outstanding service over the past number of years as Sections Chair and Membership Chair respectively.

Nominating Committee Report /Election Results: R. Kalafus

See Attached File: [Nomination\\_Report.pdf](#)

Rudy Kalafus, Nominating Committee Chair, reported that this year’s committee was made up of:

Rudolph Kalafus, Chair; Penina Axelrad, Duncan Cox, Per Enge, Frank van Graas, Ben Peterson and Phil Ward.

The election slate was developed based on the ION database of potential nominees for Council positions, as well as recommendations from ION members. The committee rank-ordered nominees for each Council position through a voting process. The top two candidates for each Council position (other than President) who accepted the nomination and the results of the election for the 2004- '05 ION Council were:

President:	Dr. Penina Axelrad, University of Colorado
Executive Vice President:	Dr. Chris Bartone, Ohio University Mr. James Doherty, Institute of Defense Analyses
Treasurer:	Dr. Michael Braasch, Ohio University Mr. John Clark, Aerospace Corp
Eastern Region VP:	Dr. John Raquet, AFIT Mr. Jay Spalding, USCG R&D Center
Western Region VP:	Mr. John Lavrakas, Overlook Sys. Technologies Dr. Sam Pullen, Stanford University
Eastern Council Member-at-Large:	Dr. Boris Pervan, Illinois Institute of Technology Mr. Ray Swider, U.S. Dept. of Defense
Western Council Member-at-Large:	Mr. Richard Barker, FUGRO, Chance Inc. Dr. Sherman Lo, Stanford University
Air Representative:	Mr. Frank Allen, NAWC AD Dr. John Studenny, CMC Electronics Inc.
Land Representative:	Dr. Anthea Coster, MIT Hays tack Observatory Dr. Mark Petovello, University of Calgary
Space Representative:	Dr. Michael Moreau, NASA Goddard Space Flight Dr. Larry Young, Jet Propulsion Laboratory
Marine Representative:	Cdr. John Macaluso, U.S. Coast Guard Mr. David Wolfe, U.S. Coast Guard

The following were elected by the membership:

President:	Dr. Penina Axelrad, University of Colorado
Executive Vice President:	Mr. James Doherty, Institute of Defense Analyses
Treasurer:	Mr. John Clark, Aerospace Corp.
Eastern Region VP:	Dr. John Raquet, AFIT
Western Region VP:	Mr. John Lavrakas, Overlook Sys. Technologies
Eastern Council Member-at-Large:	Dr. Boris Pervan, Illinois Institute of Technology
Western Council Member-at-Large:	Mr. Richard Barker, FUGRO, Chance Inc.
Air Representative:	Dr. John Studenny, CMC Electronics Inc.
Land Representative:	Dr. Anthea Coster, MIT Haystack Observatory

Space Representative: Dr. Michael Moreau, NASA Goddard Space Flight Center  
 Marine Representative: Cdr. John Macaluso, U.S. Coast Guard

Lisa Beaty asked the Council their preference on paper verses electronic ballots for the next year. Council expressed strong preference for electronic voting in 2005.

Annual Award Committee Report: R. Braff

The committee came to a good consensus for each award category and provided their selections on schedule.

Early Achievement Award	Consensus was that no candidate met intent of established criteria this year.
Superior Achievement Award	Major Donald A. Aspden, USAF
Tycho Brahe Award	Dr. John L. Junkins, Texas A&M University
Captain P.V. H. Weems Award	Karl L. Kovach, ARINC, Inc.
Norman P. Hays Award	Glen Gibbons, GPS World Magazine
Thomas L. Thurlow Award	Dr. John G. Mark, Litton (Retired)

**Motion:** The Council approves the annual award recipients as outlined. Motion made by John Lavrakas, seconded by Frank van Graas and passed by the Council.

It was also noted that the editors of the ION's journal, NAVIGATION, had selected Dr. Donghyun Kim and Prof. Richard B. Langley as the winners of the Burka Award for their paper "*On Ultrahigh-Precision GPS Positioning and Navigation*" published in the Summer 2003 Issue of NAVIGATION, The Journal of The Institute of Navigation, Vol. 50, No. 2, pp 103.

Fellow Selection Procedures, Update of Evaluation Criteria: K. Van Dyke

Karen Van Dyke reported that at the January 2004 Council meeting she had been asked to work with members of the Fellow Selection Committee to refine the evaluation criteria and develop weighting factors to codify the selection procedure.

See Attached File: [Fellow\\_Selection\\_Procedures\\_Updated.pdf](#)

Ms. Van Dyke proposed that when making Fellow selections that the following should be considered:

**Primary Factors:**

1. Sustained professional contributions to the advancement of the Arts and Sciences of Navigation in one or more of the following areas:

- Technology
- Management
- Practice
- Teaching

It is desirable to maintain a balance of professional backgrounds in the selection of ION Fellows. This includes Fellows that come from industry, government and academic backgrounds. Special consideration should be given to practitioners and technologists in both industry and government, as well as science and technology managers in industry and government. It should be recognized that professionals from academic backgrounds are more likely to have a greater number of publications than other professionals, but contributions to the art and science of navigation are also evidenced by breakthrough designs, products and demonstrated leadership and management skills.

2. One-page references provided with nomination form
3. Papers published at ION conferences. Recognizing that ION has only started holding classified sessions within the past decade, consider references to classified reports/papers if identified on the nomination form.
4. Awards received from ION or other navigation-related awards
5. Number of years working in navigation

**Secondary Factors:**

1. Level of Participation on ION Council (Positions Held)
2. Level of Participation in ION Conference organization (Program Chair, Session Chair)
3. ION Membership (How Long)

**Motion:** Council accepts the revised Fellow selection policy criteria as submitted. Motion made by Karen Van Dyke, seconded by Christ Hegarty and passed by the Council.

**Action:** The national office shall update the current ION Fellow Selection Policy guidelines according to the factors outlined above. All old nominations (up to three years old) shall be grandfathered into the new process in current format so as not to require nominators to resubmit current nominations.

See Attached File: [Fellow\\_Procedures\\_June\\_2004.pdf](#)

Government Fellow Committee Report: R. Greenspan

Dr. Richard Greenspan, Chair of the Fellow Selection Committee, reported that there were several qualified applicants this year and that the committee had completed a few interviews and the rest were scheduled. He reiterated the need for more candidates and expressed concern that potential applicants may be viewing the government fellows program as lead awards and thus not consider themselves qualified.

It was also reported that AAAS was considering extending their government fellows training by one day specifically to cover engineering issues as related to the fellowship.

***Postscript:***

*A motion was circulated to the ION Executive Committee on June 25, 2004 asking them to approve the following candidates for the ION's 2004-2005 Government Fellows based upon the recommendation of Dick Greenspan, Chair of the Government Fellows Committee:*

<i>Congressional Fellow:</i>	<i>Dr. John Plumb</i>
<i>Executive Fellow:</i>	<i>Mr. Marvin May</i>

*The Executive Committee approved the committee's recommendations. Dick Greenspan accepted the action to notify all the candidates. He will also notify Bill Klepczynski, current Executive Fellow, who has offered to remain at Department of State for a few months to provide a smooth transition during the arrival/clearance process of the new Executive Fellow selectee.*

*Dick Greenspan also agreed to notify Ralph Braibanti, Department of State sponsor, of the Executive Committee's selection. Mr. Braibanti requested an opportunity to speak to the Executive Fellow selectee before placing him into his office as the ION has given him the right of first refusal on the Executive Fellow selectee. He would also initiate the selectee's security clearance paperwork at that time. If for some reason the new Executive Fellow is not placed with the Department of State, he will be free to search elsewhere within the Executive Branch for a placement. (Note that the situation has not yet occurred where the selectee prefers to work elsewhere.)*

*The ION national office will forward to both newly selected fellows information regarding AAAS's September training session.*

Publication Committee Report: C. Hegarty

See Attached Report: [Editors\\_Report\\_Navigation.pdf](#)

Dr. Chris Hegarty, Publications Chair and editor of the journal, reported that he had had a meeting of the journal editors in September 2003 where they had expressed a desire to achieve more of an archive quality. This meant there would need to be more than a single reviewer per paper.

It was also reported that the journal was currently only running one month behind with a goal of moving the schedule up so that issues are published at the start of the season instead of at end of each season.

Leonard Sugerman suggested that on occasion the ION reprint some of the historical/timeless papers in the journal. He also suggested that the US ION reprint some of the other international journal's papers with permission. Carl Andren noted that most of the other Institute's papers were too maritime oriented.

Duncan Cox stated that the journal should represent current thinking and that historical papers are already published/reprinted in the ION's red book collections. Duncan did suggest that the ION do a better job of inviting papers on specific topics for inclusion in the journal.

Treasurer's Report: Financial Stmts. & Audit Report: J. Clark

See Attached Files: [6\\_Year\\_Totals\\_2004.pdf](#)  
[2004\\_Audited\\_Fin Stmt.pdf](#)  
[2004\\_Manage\\_Let.pdf](#)  
[2004\\_SAS\\_61\\_Report.pdf](#)

John Clark, Treasurer, was unable to attend the meeting. Lisa Beaty reported that the ION was financially very stable. It was reported the ION's auditors had conducted a thorough audit of the 2003-'04 fiscal year and found no abnormalities.

There was some discussion regarding the auditor's note that travel expense receipts for airline ticket purchases and meals needed to be attached to the American Express statements. Lisa Beaty noted that she had not attached copies of on-line receipts as the credit card statement detailed the ticketed passengers name, dates and place of travel and that Lisa had noted to which meeting or student program the charge applied. Further it was noted that while receipts were not always attached to the American Express statement they could be traced to student or staff travel files. Lisa further suggested that she disagreed with the auditor's assessment that this documentation was required for the IRS as this was only the case when travel was being charged against revenue to reduce tax liability. In the case of the ION, a tax-exempt organization, it was not necessary to itemize these expenses to reduce taxable income. However, Lisa assured the Council that this next year every airline/meal receipt/copy of receipts would be attached.

**Motion:** Council accepts the 2003-'04 audit report as submitted by Langan Associates. Motion made by Len Sugerman, seconded by Frank van Grass and passed by Council.

Outreach Committee Proposal: J. Lavrakas

See Attached Files: [Outreach\\_Committee\\_Summary\\_V5.pdf](#)  
[Outreach\\_Committee\\_Proposal.pdf](#)

John Lavrakas reported that outreach had become a very large part of how the ION met its goals and objectives and that outreach was currently being conducted separately and independently by many different committee chairs and that there was not current effort to coordinate these activities.

John reported that it was his initial recommendation to establish a standing outreach committee. However, due to concerns raised by several ION officers regarding formally adopting this committee as a standing committee and writing it into the bylaws, it was recommended that the ION Council establish an ad hoc committee called the Outreach Committee for a year trial period to see if all outreach activities could be consolidated and coordinated under a single umbrella. There was considerable discussion.

Dr. Greenspan asked if the ION could identify a problem that we were trying to fix with the creation of this new standing committee.

Penny Axelrad suggested that the technical area representatives on Council should champion outreach efforts in their area of interest.

**Motion:** The Council approves the formation of an ad hoc Outreach Committee. The Council upon the recommendation of the President shall appoint the Outreach Committee chair annually. The chair shall be responsible for coordinating all outreach activities approved by either the Council or the Executive Committee. The chair shall annually report to the Council. This report shall occur at the winter meeting of the Council and shall include a summary of past work performed and planned outreach activities for the coming year. The committee's scope shall include, but not be restricted to, activities in education, governmental assistance, international initiatives, and historical initiatives.

Additionally, at the June 2005 Council meeting, the Council shall vote on a proposed change to the ION bylaws, which shall insert the Outreach Committee into the bylaws as a standing committee (would become Section 12 of Article IV).

Motion made by John Lavrakas, seconded by Karen Van Dyke and passed by Council with a vote of 11 to 7.

**Action:** The Executive Committee shall review each of the current ad hoc committees and prepare updated terms of reference that shall detail committee descriptions for all ad hoc committees/committee chairs.

It was also reported that the Satellite Division had recently issued a press release regarding the on-line publication/completion of the education modules.

See Attached File: [Educ\\_Modules\\_News\\_Release.pdf](#)

Collaborative Efforts Between ION & Other Professional Associations: D. Brezinska

See Attached Files: [Collaboration\\_Other\\_Organizations\\_Summary.pdf](#)  
[Collaboration\\_Other\\_Organizations.pdf](#)

Dr. Brezinska stated that the motivation behind collaborative efforts is the existing substantial overlap in the membership and the research and professional goals and objectives between ION and these organizations, and the potential benefits that may include:

- Cross advertising of professional meetings and regular information exchange.
- Jointly sponsored meetings or sessions at professional meetings, which may lead to a reduced number of meetings that are currently struggling for participants/audience.
- Joint professional workshops, schools and seminars.
- Growth in the ION membership and increased professional visibility.

Efforts/actions required to accomplish this were identified as the following:

- Formation of an ad hoc committee composed of ION members, who are also members of IAG, FIG, ISPRS and IEEE, etc.
- The members of an ad hoc committee, who are members of the sister organizations should serve as liaisons to these organizations and be responsible for investigating the possibility of establishing professional collaboration with ION, and identify themes of common interest and the sub-entities (if relevant) of these organizations, whose goals and professional activities offer maximum synergy with ION activities, and
- Based on the outcomes of these investigations report to the committee and to the Council the conditions, the level of effort and possible cost (if any) required to facilitate such collaboration.
- Preparing a draft MoU and presenting it to the ION Council for discussion.
  - The purpose of this MoU will be to provide an effective framework for a continuing liaison between the organizations, for maintaining and increasing the opportunities of technical exchange between their members through a continuing program of cooperation leading to mutual sharing of knowledge and expertise to the advantage of the membership of both organizations.
  - The MoU should identify entities in ION and the sister organizations where a cross representation seems beneficial, and identify a few areas of research and application where a common unit might make sense. Then,
  - It should consider creation of an “ION-sister organization” committee, with the task of compiling a list of concrete measures to facilitate the relationships.

**Motion:** Council approve the formation of an ad hoc committee, under the Outreach Committee, to investigate collaborative efforts between ION and professional sister organizations with complementary activities serving similar professional constituencies that would further their professional goals. Motion made by Dorota Brzezinska, seconded by John Lavrakas and passed by the Council.

#### Retention of Senior Members Category: L. Hothem

Larry Hothem reported that at the January 2004 Council meeting John Neilson had suggested the ION remove the “Senior Members” category from the ION’s bylaws or actually enact the program. There were some that felt that ION Fellows had replaced senior members and the ION was not a large enough organization to have both.

**Motion:** Council agrees the Senior Members category should be eliminated from the ION’s bylaws. The Bylaws Chair shall author a motion to delete the Senior Members category from the ION’s bylaws and present this for formal approval at the January 2005 Council Meeting. Motion made by Penny Axelrad, seconded by Chris Hegarty and passed by the Council.

#### Section Sponsored Graduate Student Award Program Update: J. Raquet

John Raquet, Student Awards Chair, reported that to date four universities had applied for the Section Sponsored Graduate Students Awards Program and all four had been accepted.

DC Section Initiative Local High School: J. Doherty

Jim Doherty, DC Section Chair, reported on the DC Section's sponsorship of the high school science clubs. Over the past year, the Section Stipend Committee (SSC) has overseen section members' efforts to "sign up" local high schools to participate with the Washington DC Section in developing programs to develop navigation related skills. The SSC defined an initial suite of equipment (GPS receivers, etc.) and documentation to loan to a school that participates in this program.

See Attached Files: [DC\\_Section\\_Report.pdf](#)  
[DC\\_SSC\\_Report.pdf](#)

Southern California Section Scholarship Proposal: C. Edgar

Clyde Edgar, So. Cal. Section Chair, submitted the So. Cal. Section's Proposal for their section sponsored scholarship program.

See Attached File: [SoCal\\_Scholarship\\_Proposal\\_Letter.pdf](#)

**Motion:** **Council approve the So. Cal. Section's Scholarship Program as submitted.**  
 Motion made by John Lavrakas, seconded by Len Sugerman passed by Council.

Meetings Report, Update January 2006 Meeting Location: F. van Graas

See Attached File: [Meetings\\_Report.pdf](#)

Frank van Graas, Meetings Chair, reported that at the January 2004 Council meeting Council had authorized NTM '06 to be located in Northern California. It was reported that NTM 2006 was currently booked at the Hyatt Regency, Monterey, CA from January 18-20, 2006.

It was also reported that the June 2006 meeting would be the year the ION would celebrate its 60<sup>th</sup> anniversary and that there was some initial thought of celebrating the anniversary with an expanding opening night reception/activity. It was reported a more specific proposal for this event would be presented in January 2005 in conjunction with the presentation of the 2005-'06 budget.

Appointment 2005 Annual Meeting Program Chair: L. Hothem

**Motion:** **Council approves Dr. Anthea Coster as the ION's Program Chair and Jim Arnold as the General Chair for the 2005 Annual Meeting.** Motion made by Lavrakas, seconded by Ron Hatch and passed by Council.

Inertial Standardization Update: J. Farrell

Jim Farrell submitted the following report:

Activity in other groups reflect a growing awareness of 1) how primitive the existing standard is, and 2) the need for an update that won't handcuff development. With ION preferring to work with other groups on this standard (rather than taking the lead within

ION), efforts have been made to link up with those others. Bureau of Standards moves only very slowly, but significant progress is emerging from other directions. At PLANS-2004 in Monterey I joined IEEE's Gyro and Accelerometer Panel ("GAP"), which has generated useful documentation [public page located at <http://rouper.ieee.org/groups/gap>]. In addition, there is a de facto hardware interface standard from Bosch. It is believed to have enough capacity to accommodate, at satisfactory frame rates, bit assignments of sufficient length for inertial instrument outputs able to deliver acceptable performance. Concurrently, NATO's continued development is described in last year's ION paper coauthored by S. Saks. While all these possibilities are being pursued, the detailed path to be taken cannot be predicted -- but a final outcome can: sheer necessity will bring about a new interface standard, and ION will make a contribution to it.

#### OTHER BUSINESS:

##### Bylaws Committee Report: R. Greenspan

Richard Greenspan, Bylaws Committee Chair, reported that the ION headquarters released an updated version of the bylaws that is current as of the conclusion of the National Technical Meeting in January 2004. No further action is required as of June 2004.

##### Autonomous Lawn Mower Competition: M. Miller

Dr. Mikel Miller reported that the Satellite Division and Dayton Section had sponsored the first Autonomous Lawn Mower Competition June 5-6, 2006 in Dayton. The purpose of the competition was to provide an opportunity for universities and colleges to design and operate an autonomous lawn mower using the art and science of navigation to rapidly and accurately mow a field of grass. The lawn mower that completed the mowing in the shortest time would win the competition. For results:

See Attached File: [Autonomous\\_Lawn\\_Mower\\_Results.pdf](#)

The Out-Going Council adjourned at 5:40pm.

### MINUTES OF THE IN-COMING COUNCIL (June 6, 2004)

##### Appointment Standing and Ad Hoc Committee Chairs: P. Axelrad

Dr. Penny Axelrad, in-coming president, thanked Larry Hothem, out-going president, for the outstanding job he had done as president.

Dr. Axelrad presented the following committee chair names to Council for approval:

### Standing Committee Chairs:

Nominating:	Mr. Larry Hothem
Finance:	Mr. Len Jacobson
Membership:	Dr. Sam Pullen
Fellow Selection:	Dr. Gerard Lachapelle
Technical Committees:	Mr. Jim Doherty
Publications:	Dr. Chris Hegarty
Meetings:	Dr. Frank van Graas
Awards Selection:	Mr. Ron Braff
Bylaws:	Dr. Richard Greenspan
Sections:	Dr. Mikel Miller

**Motion:** Council approves all standing committee chairs as outlined. Motion made by Chris Hegarty, seconded by Frank van Graas and passed by the Council.

### Ad Hoc Committee Chairs:

Editor:	Dr. Chris Hegarty
New Initiatives:	Mr. Larry Hothem
Strategic Planning:	Mr. Jim Doherty
ION Conference Committee:	Mr. Jim Doherty (with other committee members to include Todd Walter, Ray Swider & Frank van Graas)
Publication Policy:	Mr. Ron Braff
Historian:	Mr. Marvin May
Outreach Chair:	Dr. Chris Bartone
Outreach, Government Fellow:	Mr. Clark Cohen
Outreach, Education/Student:	Dr. Mark Petovello
Outreach, Other Professional Soc.:	Dr. Dorota Brzezinska
Fellow Selection Policy Committee:	Dr. Rudy Kalafus

**Motion:** Council approves all ad hoc committee chairs. Motion made by Chris Hegarty, seconded by Frank van Graas and passed by the Council.

**Action:** Penny Axelrad accepted the action to correspond with all in-coming Council members and committee chairs to ensure they understood what responsibilities their office entailed.

### New Initiatives: P. Axelrad

Dr. Axelrad reported that it was her desire to assess the ION's Annual Meeting, increase meeting attendance and make it more competitive to other events taking place the same time of year. She reported that she had formed a special ad hoc Annual Meeting sub-committee to investigate several options/innovations including the possibility of incorporating interactive workshops into the program. The Annual Meeting sub-committee would be lead by Jim Doherty, In-Coming Exec VP, with membership to include Todd Walter, Ray Swider and Frank van Graas.

**Postscript:**

*Relating to the Annual Meeting, Dr. Penny Axelrad, ION President, sent the following letter to all members of Council on June 18, 2004:*

*Dear ION Council Members:*

*It was a pleasure to see many of you in Dayton last week at the Annual Meeting. I am looking forward to serving as ION President this year and to working with all of you to continue the good work of the Institute. One of my priorities for this year is to take a hard look at our current meeting offerings to see whether the current structure best serves our membership. As you know, we currently run three national/international level meetings with the largest being the Satellite Division's ION GNSS meeting in September, followed by the National Technical Meeting in January, and the Annual Meeting in June. The three meetings are currently very similar in format, beginning with a plenary program followed by several days of parallel technical sessions. The annual meeting and the ION GNSS both host classified sessions in parallel with the regular program tracks. The flavor of the meetings tends to be driven somewhat by location with the NTM held generally in California and the Annual meeting in the East or Midwest in conjunction with a co-sponsoring organization.*

*The question I would like to raise is whether the content and format of these meetings best serves our membership. I know that all of us are strapped for time and have to make choices about which meetings to attend each year. I would like to make sure that the meetings run by the ION continue to be in the "cannot miss" class. The June meeting I believe faces the greatest challenges because it is close in time to the very popular ION September meeting; and it competes for papers and attendance with several other spring conferences including IEEE PLANS, the European GNSS, and the JPO's Joint Military Navigation Conference.*

*To address this issue I have asked a small group of members, led by Jim Doherty the Executive VP, to take a long-term view of the utility, content, and format of the June annual meeting. This Ad-Hoc committee, as part of the Meetings Committee will report back to council in January with their findings and recommendations. I invite you to send your comments and suggestions on this subject to Jim and me over the next few months.*

*One concept, suggested by Todd Walter, for a new meeting format is to run workshops in addition to traditional paper presentation sessions. In the short term, we are going to try piloting a few workshop-format sessions at next year's Annual Meeting in Cambridge. The basic structure will be to invite participants to work together to address an important issue of the day. A workshop organizer would formulate the desired outcomes of the workshop such as a list of findings or recommendations. These would be non-binding of course, but could provide a unique venue for gathering input from a diverse and high quality technical group. My thought is that about three workshops could be run in parallel for a morning and half-afternoon session. The morning session might include a presentation by the organizer; perhaps some invited presentations, and discussion by the group. The afternoon half-session would be used to come to consensus on the findings and compose a summary presentation. The last half-day session would bring all participants together to share the results of their discussions.*

*I think that the key to the success of the workshops will be a judicious selection of topics and session organizers. This is where I need your help. As the leaders in navigation, I would like you to consider two questions – 1) What are the most pressing navigation issues of the day? 2) How can these issues be addressed in a workshop that both benefits the participants and provides a service to the broader navigation community? To recommend a workshop session please provide a title, suggest one or more possible session organizers, and give a short summary of what issues should be addressed, the types of participants you expect, and the audience for the findings. These should be sent by email or fax to me at your earliest convenience. The Meetings Chair, Frank van Graas, and General Chair for the Annual Meeting, Jim Arnold, will review your recommendations and see which ones are most promising for next June. I thank you in advance for your good counsel and look forward to getting your input.*

*Sincerely yours,  
Penina Axelrad  
President, Institute of Navigation  
Phone: 303-492-6872, Fax: 303-492-2825  
Email: [Penina.Axelrad@colorado.edu](mailto:Penina.Axelrad@colorado.edu)*

The meeting was adjourned at 6:10pm.

Additional Documents Included with These Minutes:

[Council\\_Position\\_Descriptions.pdf](#)

[Web\\_Consent.pdf](#)

Note: If you wish to have your current contact information made available to the public on the ION's web page you will need to complete and return this form.