

**MINUTES OF THE
SATELLITE DIVISION EXECUTIVE COMMITTEE MEETING
(September 23, 2011)**

Subject to the approval of the ION Satellite Division Executive Committee, the following minutes are submitted. The Satellite Division Executive Committee Meeting was called to order on 23 September 2011 at Jake's Grill, Portland, Oregon at 6:30pm. Those present were:

VOTING COMMITTEE MEMBERS:

John Raquet	Chair
Jade Morton	Vice Chair
Paul Kline	Treasurer
Tim Murphy	Secretary
Pratap Misra	Immediate Past Chair
Allison Kealy	Pacific Rim Rep.
Todd Walter	ION President

NON-VOTING PARTICIPANTS:

Xiancheng Ding, COMPASS Advisor
GNSS 2011 Program Committee:
Pat Doherty, General & Tutorials Chair
Dorota Brzezinska, Program Chair
John Betz, Panel Chair
Jose Avila-Rodriguez, Technical Chair
Neil Gerein, Technical Chair
Allison Kealy, Technical Chair
Paul Kline, Technical Chair
Terry Moore, Technical Chair
Stephen Rounds, Technical Chair
Don Venable, Robotic Lawn Mower Competition
Suneel Sheikh, Autonomous Snowplow Competition
Sherman Lo, ION Meetings Chair
Lisa Beaty, ION Executive Director

AGENDA

ION GNSS Overview & Outreach Activities:

1. Lessons Learned 2011 & Recommendations for 2012: D. Brzezinska
2. Approval of GNSS 2012 Program Chair: J. Raquet
3. Outreach Activities, Robotic Lawn Mower Competition: D. Venable
4. Outreach Activities, Autonomous Snowplow Blower Competition: S. Sheikh

Non-voting meeting participants to be excused with the Satellite Division's sincere gratitude.

Satellite Division Officer Actions:

5. Appointment of New Satellite Division European Technical Representative: J. Raquet
6. Approve Minutes from September 2010: J. Raquet
7. Ratify Motions Passed by Email this Past Year (includes new tutorial policy, instructor requirements and Africa funding)
8. Tutorial Program & Recommendations for 2012: P. Doherty
9. Conference Name for 2012 (ION GNSS/NAV or ION GNSS/altNAV): J. Raquet

ION GNSS OVERVIEW & OUTREACH ACTIVITIES

Lessons Learned 2011 & Recommendations for 2012

Dorota Brzezinska, ION GNSS Program Chair, led the discussion of ION GNSS 2011 meeting recap. The following points were made:

- It was suggested that the technical tracks be organized by topic instead of by application for 2012.
- There was some discussion as to whether or not ION would enforce the prohibition of photography in the session rooms. Beaty suggested this was to prevent disruption. It was agreed that session chairs would be advised in the breakfast to make the announcement but that we would not enforce the policy unless it was causing a disruption.
- It was generally agreed that the COMPASS workshop had been a success. John Betz suggested ION host Galileo and GLONASS workshops in 2012.
- It was noted that the Wednesday evening LightSquared panel helped keep people at the center until the Exhibitor Hosted Reception. It was suggested that the reception be held from 6-8 p.m. instead of 7-9 p.m.
- Stephen Rounds suggested that the program committee eliminate the military representative. While the ION GNSS conference is the right place for military service providers, military users attend the JNC conference and military sessions should be held at the JNC and not ION GNSS.
- It was suggested that a “program chair lessons learned” document be drafted that could be provided to incoming program chairs. Pat Doherty and Dorota Brzezinska accepted this action.
- The program committee requested that seating assignments at the speakers breakfasts be standardized so attendees can easily find their table assignment and that a seating chart be provided at the door.
- Desire to include the presentation slides in the proceedings were vocalized. Beaty reported that this could be done, proceedings may take a few weeks longer to produce but attendees have full access to papers on-line until proceedings are made available.

Action: Beginning in 2012 author presentations will be made available with full technical papers on the web site and the proceedings CD if: 1) presentation and release authorization is provided by the author; and 2) the full technical paper has been submitted. Presentations will not be accepted in place of a full technical paper for technical sessions and presentation will not be made available on-line or on the CD until/unless full technical paper is submitted.

Approve GNSS 2012 Program Chair

Motion: Jade Morton is appointed and approved as the ION GNSS 2012 Program Chair. Motion made by John Raquet, seconded by Pratap Misra and passed by the committee.

Outreach Activities: Robotic Lawn Mower Competition

Don Venable, Robotic Lawn Mower Competition Chair, reported that 16 teams competed in 2011 and 14 teams competed in 2010. The increase was attributed to the student travel grants, the event publicity generated by the ION National Office, and the large Dayton volunteer force (40+ individuals) that supports the event. It was reported that while the competition was able to cover its direct costs with sponsorship, there was still a need for travel grants to be funded for first-time competitors.

It was noted that in 2010 the Satellite Division had approved funding for two years (for competition years 2011 and 2012) in the amount of up to \$20,000 per year for student travel grants (\$2,000 for first time US/Canadian schools and \$4,000 for first time international schools).

Outreach Activities: Autonomous Snowplow Blower Competition

Suneel Sheikh, Autonomous Snow Blower Competition Chair, reported that the Satellite Division had sponsored the North Star Section's Robotic Snow Blower Competition in January 2011 and contributed \$10,000.

It was reported that the 2011 event was attended by six competing teams from the following schools: Ohio University, Miami University (of Ohio), University of Michigan Dearborn, Dunwoody Institute of Technology, University of Minnesota and Wright State University.

- To see a short video on the 2011 competition please visit:
<http://www.autosnowplow.com/welcome.html>

It was reported that the 2012 competition will be held again during the St. Paul Winter Carnival, in St. Paul, MN, at the end of January in 2012. Current sponsors include Honeywell, Lockheed Martin, Alliant Tech Systems, ASTER Labs, US Bank, and Hitching Post Motorsports, SpaceX and Toro. The competition's goal for 2012 is to maintain or increase the number of schools in the competition and to increase the sponsorship funding to be able to increase competition award amounts.

Lisa Beaty reported that she had attended the 2011 event and had been very impressed with how the competition was engineered, managed, the amount of corporate support the competition had generated for its first year and the support of local venues and museums.

The competition requested the ION's Satellite Division continue the funding for this event at the \$10,000-\$15,000 level (depending on the number of teams).

MOTION: The Satellite Division continues to support of the 2012 Autonomous Snowplow Competition and contribute up to \$15,000.00 in support. Motion made by John Raquet, seconded by Pratap Misra and passed by the committee.

Non-voting meeting participants were excused with the Satellite Division's sincere gratitude.

SATELLITE DIVISION OFFICER ACTIONS

Appointment of New Satellite Division European Technical Representative

Motion: The Satellite Division Executive Committee approved Jose-Angel Avila-Rodriguez as the European Technical Advisor on the Satellite Division Executive Committee. Motion made by John Raquet, seconded by Tim Murphy and passed by the committee.

It was noted that from this point forward Rodriguez was eligible to vote.

Approve Minutes from September 2010

Motion: Approve September 2010 Satellite Division minutes as circulated. Motion made by John Raquet, seconded by Todd Walter and passed by the committee.

Tutorial Program & Recommendations for 2012

It was agreed that the tutorial program had been very successful with over 530 courses sold and revenues being divided fairly equally between expenses, tutorial instructor payments and ION profits. The committee thanked Pat Doherty, Tutorials Chair, for her efforts.

Pat Doherty reported that overall she had found the quality of the courses, course materials and course instruction to be excellent. Doherty reported that the tutorial fee of \$350 per course was very generous and felt that fees should be increased next year.

It was suggested that ION needs to find a better way to communicate that continuing education certificates were available. Beaty suggested that ION staff continue to handle these on a case by case basis as different people needed different types of certification from their organizations.

It was reported that other instructor suggestions had included the following:

- Instructors would prefer to have ION National Office reproduce the tutorial course notes and pay the cost of the same.
- Instructors should receive a larger percentage of the tutorial fees.
- Instructors found it difficult to deal with late arrivals as it interrupted the progression of the course. It was suggested that ION staff be on hand to police course attendance, collect tickets and provide course notes to late arrivals.
- It was suggested the format of the course notes be standardized to paper copies of the visuals and protected PDF electronic copies on CD.

Ratify Motions Passed by E-mail in Past Year

The following motions were passed during the course of the past year and were reviewed and included in these minutes by way of information:

MOTION: The Satellite Division approves up to \$20,000 of funding to reimburse ION member instructor travel expenses for the 2011 Africa Workshops. *Passed by the Satellite Division Executive Committee in December 2010. Note that the 2011 Africa Workshop was deferred until 2012 due to political unrest in Africa. The workshop has been rescheduled for Trieste, Italy in April 2012 and funding has been rolled forward to this time.*

MOTION: Satellite Division policy is to be amended such that private companies are no longer allowed to advertise short courses in ION GNSS publications or on the ION website. *Passed by the Satellite Division Executive Committee in November 2010.*

MOTION: The Satellite Division approves the proposed Satellite Division Tutorial Policy & Instructor Requirements. *Policy was approved by the Satellite Division Executive Committee in February 2011. See Attached File: [Tutorials Policy & Instructor Requirements Approved February 2011](#)*

Conference Name for 2012: ION GNSS/NAV, ION GNSS/altNAV or ION GNSS +

John Raquet asked the committee to consider whether or not the conference should change the name of the conference to reflect the alt nav nature of some of the session's/conference's offerings.

Beaty stated she did not believe a name change would cause any problems with branding as long as the name of the conference began with "ION GNSS".

Jade Morton noted that the meeting started as the "ION GPS" meeting and the change to "ION GNSS" was made to reflect the change in the field and "ION GNSS +" would also reflect the changes in the field.

Some were hesitant to change the name at this time. It was agreed to table the action and readdress it in 2012.

The meeting was closed at 9:00 p.m.