

**MINUTES OF THE
SATELLITE DIVISION EXECUTIVE COMMITTEE MEETING
(September 12, 2014)**

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 12 September 2014 at Marriott Waterside Hotel, Tampa, FL at 6:30pm. Those present were:

VOTING COMMITTEE MEMBERS:

Jade Morton	Satellite Division Chair
John Betz	Vice Chair
Anthea Coster	Secretary
Mark Petovello	Treasurer
John Raquet	Immediate Past Chair
Patricia Doherty	ION President

NON-VOTING PARTICIPANTS:

Eric Chatre, Galileo Advisor
Doug Taggart, GNSS+ General Chair, ION Meetings Chair, In-Coming Secretary
Terry Moore, GNSS+ Program Chair, In-Coming European Technical Advisor
Gary McGraw, GNSS+ 2015 Program Chair
Frank van Diggelen, Incoming Vice Chair
Grace Gao, Incoming Treasurer
Allison Kealy, Incoming Pacific Technical Advisor
Lisa Beaty, ION Executive Director

AGENDA

1. Record Approval of the Email Motions Since September 2013: J. Morton
2. Outreach Activity Status, Autonomous Snowplow Competition: S. Sheikh
3. Outreach Activity Status, Africa Program: P. Doherty
4. Outreach Activity Status, Travel Grants Aerial Vehicle Competition: J. Raquet
5. Lessons Learned 2014 - Tutorial Program & Recommendations for 2015: J. Raquet
6. Lessons Learned 2014 - Technical Program & Recommendations for 2015: T. Moore
7. Approval of GNSS 2015 Program Chair: J. Morton
8. Other/New Business
 - a. Formalization of Student Paper Awards Committee to be chaired by outgoing Satellite Division Chair
 - b. Satellite Division Telecon Scheduled for October 2014

Record Approval of the Email Motions Transpired Since September 2013: J. Morton

It was noted that the following motions had been approved by e-mail since the last Satellite Division Executive Committee meeting:

MOTION: Ron Hatch was approved as the 2014 Kepler Awards Chair and Dr. Inder Gupta was approved as the 2014 Parkinson Chair. Note that subsequent to these approvals, the Satellite Division Chair approved the committees' membership. (July 2014)

MOTION: The following were approved to serve on the Satellite Division's Nominating Committee: John Raquet (chair), Frank van Graas, Gerard Lachapelle, Penny Axelrad and Jade Morton. (May 2014)

MOTION: The sponsorship of the ION GNSS+ Show Daily, including advertising, production, editorial, printing and distribution is authorized to be transferred to Glen Gibbons, Inside GNSS magazine, for ION GNSS+ 2014 and 2015 with a review of the arrangement following the conclusion of ION GNSS+ 2015. (February 2014)

MOTION: The minutes from the September 20, 2013 meeting of the Satellite Division Executive Committee were approved. (October 2013)

It was also noted that in January 2014, the ION Council formally approved the changes to the Satellite Division's Award Policy that were recommended in September 2013.

Outreach Activity Status, Autonomous Snowplow Competition: S. Sheikh

See Attached File: [ASC 2014 Summary](#)

Jade Morton reported on behalf of the Autonomous Snowplow Competition that the competition had hosted eight teams in 2014.

It was requested that the Satellite Division continue their sponsorship for another two years at up to \$15,000 per year.

MOTION: The Satellite Division Executive Committee approves up to \$15,000 per year of funding for the 2015 and 2106 Autonomous Snowplow Competition. Motion made by Pat Doherty, seconded by Jade Morton and passed by the Satellite Division Executive Committee.

Outreach Activity Status, Africa Program: P. Doherty

Pat Doherty reported on the Satellite Division's Satellite Navigation, Science and Technology for Africa Workshop, held June 2014, in Rwanda. It was noted that this was the first time the workshop had been held in Africa; and had been held in 2009, 2010 and 2013 in Trieste, Italy. The Nigerian workshop scheduled in 2011 had been cancelled.

See Attached File: [AfricaWorkshops2014](#)

It was reported there was great benefit to holding the workshop in Africa and being able to reach local governments. It was reported that the sustainability and progress achieved through the workshop is apparent.

The next workshop is scheduled for March 2-13, 2015 in Trieste, Italy at the International Centre for Theoretical Physics.

It was noted that the Satellite Division Executive Committee had approved funding of up to \$25,000 per year, in both 2014 and 2015, for reimbursed ION member instructor travel expenses for the Africa Program in September 2013, and no additional funding request was needed at this time.

Outreach Activity Status, Travel Grants Aerial Vehicle Competition: J. Raquet

John Raquet reported that three teams had competed in this year's Aerial Vehicle Competition and that the competition seemed to be following the same initial path taken with the Lawnmower Competition, in that all the schools had trouble meeting the competition's challenges.

It was noted that for 2014, the Satellite Division Executive Committee had approved funding of up to \$12,000 in student travel grants at a rate of no more than \$2,000 per university for universities located 250 miles outside of the Dayton area for the 2014 Autonomous Aerial Vehicle Competition. Of the \$12,000 allocated, \$2,000 had been awarded.

MOTION: The Satellite Division Executive Committee approves funding of up to \$10,000 in student travel grants at a rate of no more than \$2,000 per university for first time participating universities located more than 250 miles from outside of the Dayton area for the 2015 Autonomous Aerial Vehicle Competition. Motion made by John Raquet, seconded by Jade Morton and passed by the Satellite Division Executive Committee.

Lessons Learned 2014 - Tutorial Program & Recommendations for 2015: J. Raquet

John Raquet, Tutorials Chair, reported that two of the original 15 courses scheduled had been cancelled. One was cancelled for low registration, and the other cancelled at the request of the instructors.

It was reported that tutorial attendance was level with prior year.

Lessons Learned 2014 Technical Program & Recommendations for 2015: T. Moore

Terry Moore, GNSS Program Chair, reported on the changes in the technical program for 2014, including the delineation of tracks, peer review conducted in the academic tracks, the acceptance rate variance depending on the tracks and recommendations going forward.

It was suggested that the 2015 meeting have two components - commercial and academic, and the submission for proceedings and evaluation criteria be established for each of these types of tracks with only two different models (academic would be peer reviewed and require a paper, while commercial would be presentation only with papers optional). There was significant discussion about the peer review process itself. Beaty stressed that the process needed to remain consistent between all the ION meeting products.

It was generally agreed that in the academic track, “extended abstracts” (2000-2500 words) be accepted by the abstract deadline, selections would be made for each session based on the extended abstract but final determination of primary versus alternate papers would be made based on full peer review. There was some debate over whether or not authors should be allowed to present if they did not write the full paper.

It was suggested that once the final process was determined, that a letter be sent to all the academics noting what will change for 2015 and that it would be necessary to remind people frequently what has changed.

The committee asked that the National Office modify the abstract submission process to include a button to upload a file for expanded abstracts.

The committee reported on the high attendee satisfaction level with the plenary session and lightning talks, which had resulted in higher attendance at all panel sessions this year.

ACTION: Gary McGraw, Terry Moore, Frank van Diggelen and Grace Gao shall serve on a search committee to identify potential plenary keynote speakers.

There was some mention of the lack of female session chairs this year, and the 2015 program committee was asked to make a concerted effort to include women in the program committee.

Approval of ION GNSS+ 2015 Program Chair: J. Morton

MOTION: Gary McGraw is appointed and approved as the ION GNSS+ 2015 Program Chair. Motion made by Jade Morton, seconded by Anthea Coster and passed by the Satellite Division Executive Committee..

NEW BUSINESS

Student Paper Awards Committee

It was proposed that the chair for the ION GNSS+ Student Paper Awards Committee be added to official duties of the Immediate Past Satellite Division Chair. This would require adding this to the officer duties as listed in Article II, Section 6 of the Satellite Division’s bylaws.

Current Article II, Section 6 of the Satellite Division Bylaws reads:

Section 6. Immediate Past Chair. The Immediate Past Chair shall Chair the Satellite Division Nominating Committee.

Proposed Change to Article II, Section 6 of the Satellite Division Bylaws would read:

Section 6. Immediate Past Chair. The Immediate Past Chair shall Chair the Satellite Division Nominating Committee and Chair the Student Paper Awards Committee for the Annual Meeting.

MOTION: Proposed Article II, Section 6 of the Satellite Division's Bylaws be amended to include Student Paper Awards Chair Committee duties for the Immediate Past Chair as follows:

Section 6. Immediate Past Chair. The Immediate Past Chair shall Chair the Satellite Division Nominating Committee and Chair the Student Paper Awards Committee for the Annual Meeting.

Motion made by Mark Petovello, seconded by Anthea Coster and passed by the Satellite Division Executive Committee. **Note: The proposed change was also approved onsite by ION president, Pat Doherty, as required.**

See Attached File: [Satellite Division Bylaws Approved 9-12-14](#)

Satellite Division Telecon Scheduled for October 2014

It was noted that Beaty would be scheduling an October telecon for incoming Satellite Division officers to provide a status update as to current programs.

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