

Draft
 Minutes of ASC OP Meeting
 Monday, January 21, 2008, 8:30 a.m. – 10:00 a.m.
 Fairmont Hotel, California Room
 170 South Market Street, San Jose, CA 95113

Present	Participants (9 of 21 + 2 alt.)	Representing
<input checked="" type="checkbox"/>	Committee Members	
<input checked="" type="checkbox"/>	David Aikens	Savvy Optics
<input type="checkbox"/>	Sam Bailey (alternate)	Davidson Optronics, Inc.
<input checked="" type="checkbox"/>	Gordon Boulton	JDS Uniphase Corporation
<input type="checkbox"/>	Andrei Brunfeld	Xyratex
<input type="checkbox"/>	Walter Czajkowski	APOMA (Edmund Optics)
<input type="checkbox"/>	Frank Dombrowski	Gage-Line Technology, Inc.
<input checked="" type="checkbox"/>	Marla Dowell	IEEE/LEOS
<input checked="" type="checkbox"/>	Marla Dowell	NIST
<input checked="" type="checkbox"/>	Lincoln Endelman	SPIE (Endelman Enterprises)
<input checked="" type="checkbox"/>	Charles Gaugh	Davidson Optronics, Inc.
<input type="checkbox"/>	John Hamilton (by phone)	Northrop Grumman
<input type="checkbox"/>	Rudolf Hartmann	Honorary
<input checked="" type="checkbox"/>	Hal Johnson	Harold Johnson Optical
<input checked="" type="checkbox"/>	Allen Krisiloff	Triptar Lens Co., Inc.
<input type="checkbox"/>	Jonathan McGuire	Northrop Grumman Laser Systems
<input type="checkbox"/>	Bruce Netherton	Lockheed Martin Coherent Technologies
<input type="checkbox"/>	Kathleen Richardson	School of Materials Science & Eng., Clemson
<input type="checkbox"/>	William E. Royall	Honorary
<input type="checkbox"/>	Peter Takacs	Brookhaven National Lab.
<input type="checkbox"/>	Trey Turner	Research Electro-Optics, Inc.
<input type="checkbox"/>	Steven VanKerkhove	Corning Tropel
<input checked="" type="checkbox"/>	Ray Williamson	Ray Williamson Consulting
Observers (1)		
<input checked="" type="checkbox"/>	Gene Kohlenberg	OEOSC

Welcome and Introductions

S. VanKerkhove was unable to attend so D. Aikens opened the meeting at 8:48 a.m.

Adoption of Agenda

H. Johnson moved that the draft agenda be approved, M. Dowell with additions

Approval of the Sunday, August 26 ASC OP Meeting Draft Minutes

G. Boulton noted that “US” had to be added to the minutes in the line, “D. Aikens, G. Kohlenberg, A. Krisiloff and R. Williams represented the US at the June ISO/TC 172/SC 1 meeting in Paris.” G. Boulton moved that the edited draft minutes be approved. R. Williamson seconded the motion; the motion passed unanimously.

Reports

Performance Based Optical Surface Imperfection Standard

G. Boulton reported that BSR/OEOSC OP1.002 is ready for Task Force balloting. Assuming that the Task Force ballot is successful, then the entire ASC OP will be balloted for final approval. D. Aikens asked how many positive votes were required to approve the draft. The Secretary said that a simple majority of the participants of the Task Force and then ASC OP can approve the document. D. Aikens asked what constituted the majority. The Secretary replied that all participants on the Task Force and all participants on ASC OP determine the two majority figures.

The result of the balloting process will determine whether a TF 2 meeting will be necessary in August.

G. Boulton said that Northrop Grumman was preparing a report concerning their evaluation of the scratch and dig imperfection measuring process for the August SPIE meeting.

Wavefront Specification Project

A. Krisiloff summarized the meeting. The Task Force reviewed P. Takacs early draft of BSR/OEOSC OP1.004. There was a discussion concerning the definition of the two-dimensional power spectral density. P. Takacs will continue development to point where he has a handle on definitions and notation. S. VanKerkhove and P. Takacs will have an interim teleconference to organize the two drafts. S. VanKerkhove introduced his outline for BSR/OEOSC OP1.005.

Status of Action Items

Single-letter mnemonics concern. G. Boulton reminded the group that there was a concern that ISO had changed the indication for MTF to a single letter. The committee had asked D. Aikens to write a letter to ANSI to protest this change to the MTF standard. D. Aikens reviewed traditional optics books. He found that an overwhelming majority of books define MTF and then list a function name as one letter such as M for the equation. The authors refer to the variables as MTF, but use single letter for functional notation. He chose not to write a letter to ANSI. The standards do have to be rewritten to use a single letter in equations, but can still continue using MTF as the mnemonic. The Secretary asked if D. Aikens had reported his findings to the British delegation. He replied that he had not, as yet, done that; but he did e-mail the ISO subcommittee chairperson.

Press release for ISO 10110 adoption. D. Aikens with M. Dowell will write the press release for Secretary to release. The Secretary said that he would put it on the News page of the optstd web site, send it to OSA, SPIE, and Photonics Spectra. M. Dowell said it could also be submitted to NCSOI.

The committee asked Secretary to create a prominent listing of Action Items in minutes, etc. M. Dowell said that some groups use a table of action items at the end of minutes. G. Boulton suggested a protected Action Item list on the web for TF viewing. If it is not too much additional work, a spreadsheet with all of the to-do items for each committee, task force and the board would be useful.

ISO Standards Development Projects

Adoption of ISO 10110-1 and 10 as an American National Standard

D. Aikens had not formed a TF to do this because he had to develop the class, but he now knows how to group the individual sections. He proposes making ISO 10110 1 and 10 as one national standard with a foreword stating that it is an American National Standard. Although there may be references to sections not yet adopted as US standards, other US standards can be substituted as references. Standards are modular but there is a rats nest of normative references which require the user to accept all of them. If ASC OP does not want to adopt Part 7, for example, then references to it must be removed.

L. Endelman suggested that D. Aikens tabulate his concerns about the current documents for all to review. M. Dowell suggested that he review it at a future meeting.

C. Gaugh asked if the TF should be approaching the drafting software houses, such as Autodesk, Solidworks, or Pro/Engineer, about this subject. D. Aikens said that he was not familiar with those packages, but that it is a good idea. **M. Dowell suggested that ASC OP determine if there are any Gold Partners for one of these software houses. A. Krisiloff volunteered to make this contact.**

D. Aikens has volunteered to draft the ISO NWP version that will be examined in Bucharest.

ISO 10110-6-1996 lacks ability to call out a total indicated run out. This is a perfect opportunity to have a US sponsored ISO 10110-6 NWIP using TIR for tilt. R. Williamson agreed to accept this task. W. Czajkowski will help him.

Maintaining Membership List

The Secretary reminded the committee that ANSI requires that he maintain an ASC OP membership list by year. He presented the list of 23 distinct organization members and asked if any one is missing. D. Aikens asked if representatives from SPIE and OSA have voting rights. The Secretary confirmed that they do. L. Endelman is the SPIE representative and J. Oberheuser was the OSA representative.

M. Dowell asked what happens now that she represents two organizations. The Secretary replied that she will have two votes.

The Secretary also presented a list of participants by name, indicating the primary and alternate status of each.

C. Gaugh noted that he was not listed as being registered to attend the meeting. The Secretary said that the list was created on Wednesday before the meeting, and he left for California on Thursday. Any e-mail replies to him after Wednesday would not be reflected in the list. He went on to say that he creates unique subjects for the e-mail meeting notices and asks the attendees to reply to that e-mail so that he can search incoming e-mails by that title to collect attendance information. If a person replies only once saying that he or she will be attending all meetings, then the Secretary would have to go through all of the incoming e-mails to collect attendance confirmations. W. Czajkowski said that he was getting replies from other participants confirming their participation to meetings. The Secretary reminded the group to hit Reply not Reply All.

The Secretary also reported that there are several participants whose organizations have not paid in a couple of years. He will report this at the Board meeting and suggest that if the fees are not brought up to date within a few weeks that he will change those organizations to observer status.

**ANSI/OP Draft Minutes continued, Sunday, January 21, 2008, 8:30 a.m. – 10:00 a.m.
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Other Business

W. Czajkowski asked for a new list of passwords. The secretary said that the pass words have not changed and asked each person to have the browser remember the password. M. Dowell said that does not work for her because her computer management organization deletes such passwords each month.

A. Krisiloff said that he created a list of the Task Force structure as he understands it. He asked if this were the appropriate time to discuss it. The Secretary said that the starting time for the Board meeting was rapidly approaching. L. Endelman suggested that A. Krisiloff send his list to the Secretary for distribution.

Time and Place for Next OP Meeting

A. Krisiloff moved that the OP meeting be held in Rochester, NY in October. M. Dowell seconded the motion, which carried.

Adjourn

Since there was no further business to come before the committee, H. Johnson moved that the meeting be adjourned. M. Dowell seconded the motion. The meeting was adjourned at 10:07 a.m.