

Draft Minutes
ASC OP – Committee for Optics and Electro-Optical Instruments
(Held in conjunction with SPIE OptiFab)
Monday, May 9th, 2011, 08:30 – 12:00 EDT

Rochester Riverside Convention Center
123 East Main St. Rochester, NY 14604
Aqueduct Room (A/B)

Welcome and Introductions

D. Aikens opened the meeting at 08:37 EDT with introductions. In attendance were A. Krisiloff (Triptar), H. Johnson (Harold Johnson Optical Laboratory), W. Czajkowski (APOMA), W. Royall (Rochester Precision Optics), G. Boulton (JDSU), D. Aikens (Savvy Optics, OEOSC), and D. Howland (Northrup Grumman).

Adoption of Agenda

A. Krisiloff moved that the draft agenda be adopted. G. Boulton seconded, and the motion carried.

Approval of the January 24th 2011 ASC OP Meeting Draft Minutes

W. Royall moved that the minutes to the previous meeting be accepted. H. Johnson seconded, and the motion carried.

Reports

TF 2 Surface Imperfections Specifications (G. Boulton)

D. Aikens reported that the Army is now using the SavvyInspectorTM for calibration of their comparison standards, but that they are not moving forward with endorsing OP1.002, but he remains eternally optimistic. F. Dombrowski (Gage-Line) showed the committee some sample comparison artifacts for OP1.002 dimensional method. These samples are imminent as products and we will start showing them in the short course. We agreed on a revised scope for a new edition of OP1.002 and reviewed the draft Annex by T. Turner (REO) on metrology for dimensional measurements. A. Krisiloff is drafting the body of the standard now. We will experiment with a webinar this summer, and tentatively plan for a face to face meeting in August in conjunction with SPIE.

TF3 Wavefront Specifications (D. Aikens reporting for C. Evans)

No further meetings have been held since the last meeting of ASC OP. The group has a draft of OP1.004 which is ready for ballot, but is stuck on OP1.005 due to some problems with the mathematics. P. Takacs (BNL) is working on solving this problem.

TF4 American blueprint OP1.0110 drawing standards

D. Aikens reported that we have made great progress on many of the standards, but we need wait a bit for our paperwork to get caught up before we can actually ballot any more standards. OP1.0110-1 is complete but needs to be edited slightly so the numbers match the rest of the series. OP1.0110-10 is in ballot now, OP1.0110-9 and -12 are soon to be balloted.

TF5 Aspheric notation

The motion to create a new TF for aspheric notation is being balloted now. Rick Youngworth has been nominated as leader of the new TF. We plan to try and gather support at the panel discussion during OptiFab.

One-Hour Short Overview

The emphasis on this has changed. We now want a one hour overview of standards in general, with an emphasis perhaps on scratch and dig, which can be shown at UofA, UofR and local OSA and SPIE meetings. D. Aikens will put together an abstract and circulate it before the next meeting.

Other Business

Review of membership classes and fees

The committee briefly reviewed the classes of members and the rules regarding membership for people in arrears. Currently we have no formal process to remove ASC OP members, so people tend to just stay on our roles long after they stop participating. The committee unanimously agreed that anyone who is currently in arrears for more than a year shall be removed from the membership lists. The exception shall be K. Richardson (Clemson) who will remain a full voting member, in anticipation of her return to the committee.

Break 10:15 to 10:30

Review and approval of resolutions of TF's

There were no resolutions to come before the committee.

Review of ASC OP operating procedures

The committee reviewed the ASC OP procedures for balloting and for membership.

D. Aikens proposed that we modify the membership rules so that anyone who is more than 1 year in arrears will be converted to "observer" status and that that member will then be reviewed at the next meeting to either be terminated or reinstated. He will post the proposed revisions on the membership rules, including a revised membership table to the website, and circulate a new draft of the membership rules for the ASC operating procedures for letter ballot.

Time and Place for Next OP Meeting

A. Krisiloff moved that we meet next in San Francisco in conjunction with Photonics West in January. G. Boulbee seconded, and the motion carried.

Adjourn

Since there was no further business to come before the committee, G. Boulbee moved that the meeting be adjourned. W. Czajkowski seconded the motion, and it carried. The meeting was adjourned at 12:37 EDT.