

Draft Minutes
 ASC OP/TF 3 Optics and Electro-Optical Instruments – Optical Elements and Assemblies – Wavefront Standard
 Wednesday, January 19th
 10:00 to 14:00 EST
 Conference Call

Attending

<input type="checkbox"/>	Committee Members (8 of 18 w/1 alt.)	Representing (Parent Organization)
x	David Aikens	Savvy Optics Corp.
<input type="checkbox"/>	Gordon Boulton (Alternate)	JDSU
<input type="checkbox"/>	David Corridon	Individual
<input type="checkbox"/>	Walter Czajkowski	APOMA (Edmund Optics)
late	Jessica DeGroot Nelson (Alternate)	Optimax Systems, Inc.
x	Marla Dowell	IEEE/LEOS
x	Marla Dowell	NIST
<input type="checkbox"/>	Lincoln Endelman	SPIE (Endelman Enterprises)
x	Chris Evans	Zygo Corporation
<input type="checkbox"/>	Krishna Gupta (Alternate)	Zygo Corporation
<input type="checkbox"/>	Jeff Guttman	Photon, Inc.
x	Donna Howland	Northrop Grumman Aerospace Systems
<input type="checkbox"/>	Hal Johnson	Harold Johnson Optical Lab
<input type="checkbox"/>	Allen Krisiloff	Triptar Lens Company, Inc.
<input type="checkbox"/>	Mike Mandina (Alternate)	Optimax Systems, Inc.
<input type="checkbox"/>	Stephen Martinek	4D Technology
<input type="checkbox"/>	Wayne McKinney (Alternate)	Lawrence Berkeley National Lab
<input type="checkbox"/>	Rick Plympton	Optimax Systems, Inc.
<input type="checkbox"/>	Bob Smythe	R. A. Smythe, LLC
<input type="checkbox"/>	Piotr Szwaykowski	Engineering Synthesis Design
x	Peter Z. Takacs	Brookhaven National Lab
x	Ray Williamson	Ray Williamson Consulting
<input type="checkbox"/>	Dr. Valeriy V. Yashchuk	Lawrence Berkeley National Lab
Observers (1)		
<input type="checkbox"/>	Gene Kohlenberg	OEOSC
late	Paul Murphy	QED Technologies

1. Welcome and Introductions

C. Evans opened the meeting at 10:07 a.m. Chris Evans, Ray Williamson, Peter Takacs, Marla Dowell, Donna Howland. Paul Murphy joined at 10:47 a.m., Jessica DeGroot Nelson joined at 10:56 a.m.

2. Adoption of Agenda

P. Takacs moved to adopt the draft agenda. D. Aikens seconded the motion, which carried unanimously.

3. Approval of draft minutes of the June 13, 2010 meeting

M. Dowell moved that the draft minutes be accepted; P. Takacs seconded the motion; the motion carried unanimously.

4. Wavefront Standards

a) OP1.004 Review of Action Items from Previous Meeting

The current draft has been posted on the website, and everyone agreed that it was available to them. C. Evans suggested that the document was complete, and recommended that we circulate it for ballot at OP. The secretary reviewed the

balloting rules with everyone, and explained that, since we did not have a quorum, we would need to take the vote by correspondence to advance the standard to the OP level for ballot. C. Evans directed the Secretary to proceed with the process and circulate it to the entire TF3 membership for vote.

b) OP1.005 Review of Action Items from Previous Meeting

P. Takacs explained that OP1.005 was stuck, due to problems with how to handle the discrete 2D height and extract the bandwidth limited statistics of the 2D case of anisotropic surfaces. Chris suggested Peter get in touch with Paul Scott, at Huddersfield University. He is involved in the TC213 efforts, and could help prevent redundancy and perhaps help with the mathematics.

P. Takacs asked if we should strip out the 2D part to release the standard, or if we should continue to work on the 2D case to complete the standard. The members present unanimously agreed that we should continue to work on the 2D part. P. Takacs will work offline with P. Murphy, P. Scott, and other experts to develop an outline of how extend the standard and offer a new draft to the committee at the next meeting.

P. Murphy joined late. The TF agreed to go ahead and adjourn the meeting, and let C. Evans, P. Murphy, and P. Takacs continue off-line using the OEOSC conference call line.

5. Action Items

a) OP1.004

- The secretary will circulate the existing draft of OP1.004 to the TF for review.
- M. Dowell said that she still needs to compare OP1.004 with ISO 14999.

b) OP1.005

- P. Takacs will work offline with Murphy, Scott, and other experts to develop an outline of how to extend the standard and offer a new draft to the committee at the next meeting.

2. Time and Place for next OP/TF 3 Wavefront Meeting

D. Howell moved that the next meeting be a teleconference 13:00, EDT September 7th, 2011; M. Dowell seconded the motion, which carried unanimously.

3. Adjournment

M. Dowell moved that the meeting be adjourned. P. Takacs seconded the motion. The meeting was adjourned at 10:58 a.m..