

## FAA AST COE CST YEAR 2 MEETING 1 AGENDA

- ATTENDEES: COE CST Coordinating Committee members, Other interested PIs, and CESTAC leadership & interested members
- PURPOSE: To convene the COE CST Coordinating Committee, other interested Principal Investigators and the CESTAC to discuss administrative topics of the COE CST.
- WHEN: On April 25-26, 2012.
- WHERE: COE CST Meetings In room 211, Meeting Room B, 2003 AME Building, Levy Avenue, Tallahassee, FL 32310 on the FSU campus. Breakfast and Lunch at the Turnbull Conference Center, 555 Pensacola St., Tallahassee, FL 32310 on the FSU campus.

### WEDNESDAY, APRIL 25, 2012

08:00 BREAKFAST (TURNBULL CENTER)

#### 0. ADMINISTRIVIA

09:00 Introduction [R]

#### 1. REPORTING REQUIREMENTS

09:15 Year 1 Evaluation Results (Watts) [R]

09:45 GROUP ACTIVITY – Part 1:  
Drafting Survey Questions [Note 1] [R]

10:30 BREAK

11:00 Quarterly Reporting - Orion's MIS [R]

#### 2. MEETINGS

11.30 Next COE CST Meeting (Ostergren) [R]

11:45 COE CST Plaque Photos [R]

12:00 LUNCH (TURNBULL CENTER)

#### 3. EVENTS

13:30 Task Status and List of Events: Past, Present and Future

#### 4. R&D FUNDING PROCESS – Part 1

13:45 FAA AST R&D Coordination Plan

14:15 COE CST Philosophies

14:45 External Opportunities (Demidovich) [R]

15:15 COE CST Cooperative Agreement and Management Plan Changes

15:30 BREAK

16:00 Strategic Planning Overview (Hynes)

16:30 GROUP ACTIVITY – Part 1:  
Letters to Wilson Felder [Note 2] [R]

17:30 Group Photo

18 :00 Adjourn

18:30 DINNER

### THURSDAY, APRIL 26, 2012

08:00 BREAKFAST (TURNBULL CENTER)

#### 0. ADMINISTRIVIA

09:00 Introduction [R]

#### 1. REPORTING REQUIREMENTS

09:15 Year 1 Evaluation Results (Watts) [R]

09:45 GROUP ACTIVITY – Part 2:  
Drafting Survey Questions [Note 1] [R]

10:30 BREAK

11:00 Quarterly Reporting - Orion's MIS [R]

#### 2. MEETINGS

11.30 Next COE CST Meeting (Ostergren) [R]

11:45 COE CST Plaque Photos [R]

12:00 LUNCH (TURNBULL CENTER)

13:30 FSU FACILITY TOUR

#### 4. R&D FUNDING PROCESS – Part 2

14:45 External Opportunities (Demidovich) [R]

15:15 AST's Strategic Planning Efforts

15:45 GROUP ACTIVITY – Part 2:  
Letters to Wilson Felder [Note 2]

#### 5. WEB SITE UPDATES

16:15 GROUP ACTIVITY: New COE CST web site ideas.

#### 6. SUMMARY OF ACTION ITEMS & AOB

16:45 Open Discussion

17:30 Adjourn

18:30 DINNER

#### Notes

- General: Unless noted otherwise, Ken Davidian will be the presenter.
- [R] denotes Meeting Day 1 material that will be repeated on Meeting Day 2.
- [1] Think of simple evaluation questions for annual survey. Can include multiple choice or ranking (e.g., on a scale of 0-10). Other types?
- [2] Provide written ideas for at least 3-5 future COE CST research tasks, including the following information: Title; Relevance to FAA AST and Commercial Space Industry; Brief Statement of Work.

April 21, 2020

## **ADDITIONAL INFORMATION**

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### **Telecon Dial-In Information**

- Dial-In #: 712-432-0075, Participant Access Code: 141648#

### **Sametime Meeting Information**

- Invitation coming soon...