American Meteorological Society (AMS)
Aviation, Range, and Aerospace Meteorology (ARAM) Committee
Meeting Agenda, August 3, 2011, Los Angeles CA

1. Welcome and introductions

Present: Jen Ives, Kathy Winters, Matthias Steiner, Bjarne Hansen, John Mecikalski, Jim Stobie, Ed Teets, Fran Houtas (guest of Ed Teets), and Cecilia Miner.
Bjarne Hansen led the meeting. Cecilia Miner took notes.
Revalidation of terms:

Dave Pace, ARAM Chair, 2014
Expiring 2012:
Ryan Decker
John Mecikalski
Matthias Steiner
Jim Stobie
Expiring 2013:
John Murray
Tim Oram
Jeff Weinrich
Katherine Winters
Taumi Daniels (student member)
Expiring 2014:
Bjarne Hansen
John Huhn
Alister Ling
Michael Robinson
Ed Teets
Chip West

2. Dave Pace sent apologies for not being present, as non-passage of the FAA authorization bill has prevented him from attending.

3. Upcoming meetings
    a. January 22–26, 2012, New Orleans LA, Third Aviation, Range and Aerospace Meteorology Special Symposium. Mike Robinson will be program chair, and Tim Oram will be co-chair. There was discussion about including additional topics in the next symposium rather than continuing sole focus on aviation and NextGen. One difficulty in the past is that even for a full ARAM conference, very few range and aerospace papers have been received. However, there are usually papers relevant to general aviation, which is to some degree outside the scope of the NextGen ATM focus. We will address this via email with the full committee.

Discussion:

- The symposium should be focused on one topic at a time and should rotate among aviation, range, and aerospace. In particular, the Call to Symposium needs to be focused. It reads like a call to the full meeting.
- Kathy noted the range aspect needed to actively solicit range topics.
- One way to focus is to have invited presentations. Talks can be solicited through individual contact with program managers and known experts. Another thing to consider is partnering with a major international group.
- At the end of a full ARAM, where there is a broad audience, the committee should actively advertise topic of next Symposium
- Other off-cycle ARAM meetings have been well attended. Other than the FAA furlough, what's different this time? The major player seems to be budget shortfalls. Also, many of Kathy's folks were Shuttle-funded and did not travel due to funding uncertainties

Bottom Line:

- Resolve to be more focused for 2014 conference, and go for range
- Note that 2 meetings within 12 months is too much of a burden. At end of full ARAM, announce topics for next Symposium.

b. January 6-10, 2013, Austin TX, 16th Conference on Aviation, Range, and Aerospace Meteorology, TBD Program Chair. **NOTE: If anyone is interested in being the program chair for 16th ARAM, please let Dave Pace know.** [Matthias Steiner volunteered to chair this full ARAM conference]

c. February 2–6, 2014, Atlanta GA, Fourth Aviation, Range and Aerospace Meteorology Special Symposium, TBD Program Chair

4. Lessons Learned: We ask for inputs after the meetings, so please make notes of anything that you notice that we should let future program chairs know about, good or bad.

- Facebook. Fran proposed a Facebook presence for the ARAM committee as a way to reach those interested in ARAM topis. Jen took a note to see if it's possible to link with the AMS Facebook page. Bjarne commented that since Facebook has a high student participation, it's a good way to reach out to younger people who rely on social media. Also, the ARAM web page is static, and Facebook is more dynamic and is a good way to keep reminders going for abstracts, meetings, etc. **Kathy took action item to investigate.**
- Advertise next meeting at current meeting.
- Program chairs would like information well ahead of time on the number of abstracts submitted so they can be proactive in soliciting abstracts or finding invited speakers.

5. Re-evaluation of conference schedules.
    a. Years ago, the ARAM committee resolved to continue to hold full conferences every 18 months. The rationale was, among other things, that there was not enough yearly progress to justify annual conferences, but going to a 24-month cycle was too long. Plus the January meetings can be so overwhelming with so much other activity.
    b. In addition to the 18-month cycle of full conferences, we resolved to hold 1-day symposia at the AMS annual meetings for which there is no ARAM conference. This allows a presentation in any fast-moving topics, gives us a place at the annual meeting, and perhaps helps some people attend the annual meeting who would not otherwise be able to.
    c. This is the first full conference since we went to the conference/ symposia approach. The question is, does it work well for us.
        i. The ARAM Committee Chair's opinion is that it is not working. People are having difficulties with employers and academic departments to attend so many meetings. Plus summer conferences encounter conflicts with personal plans.
        ii. The Chair recommends that we go to a 24-month cycle of full conferences and also a 24-month cycle of symposia. The result would be that we would always have ARAM at the AMS annual meeting, but in alternate years it would be a full conference or only a 1-day symposium. Note that our present schedule will not be impacted for several years, as the symposium in 2012 and the meeting in 2013, and the symposium in 2014 would be the same by the present schedule and by the Chair's proposed schedule.
        iii. Please discuss.

Discussion:
The recommendation allows ARAM presence at each annual meeting and facilitates creation of joint sessions.
Bottom Line: Agree with Chair's recommendation.

6. ARAM Web Page update from Bjarne Hansen (if present).
    a. Please review and comment on ARAM page linked from ARAM STAC page, or http://www.ametsoc.org/stacpges/aram/
    b. TOR review. Post-note: We are required to review our TOR every three years, however, we can update it whenever we feel it is out of date. Please take a look at http://www.ametsoc.org/stacpges/CommitteeDisplay/CommitteeDisplay.aspx?CC=AVIATION from time to time.
    c. Current content is key; help Bjarne

Discussion:

- Bjarne talked to individuals about the TOR during the week, and a recurring question was, "Who are the users?" Operational users found the content of the TOR a bit "researchy." One person suggested that each theoretical briefing include at least one slide identifying real world application.
- Jim stated that some research will not show a direct, concrete operational link in the early stages, and he fears stifling presenters by requiring a link.
- Bjarne pointed out Item 6 referred to "relevant research" and asked what is "relevant"? There is communication of researchers to users, but one suggestion was to have communication of requirements of users to researchers. Canada has forums and workshops to generate such broad discussion (Knowledge Café).
- Suggestions: Sunday workshop, or a panel discussion/town hall meeting during the annual meeting to address user needs. Matthias is collecting ideas for 2013. It may be too late for the one-day in 2012, and since ARAM will have only one day then, a panel discussion or town hall would take away from presentation time. Bjarne suggests communication facilitation technique called "interview matrix." Select questions to be discussed by diverse groups and break out into small, diverse cells like "speed dating" in which the small group members interview each other. Then the small groups bring their results back to the large group. The idea is to get more operators involved.
    - Instructions for how to hold an Interview Matrix session are available online at http://fngovernance.org/resources_docs/Instructions_For_Interview_Matrix.pdf
- John asked if FAA should be explicitly mentioned in the TOR?

Bottom Line: TOR good as written.

7. Member nominations for 2012 (four terms expiring) 31 January 2012. Post-note: of the four committee members whose terms are expiring on 31 Jan 2012, two are eligible for a second term and have agreed to do so. They are John Mecikalski and Matthias Steiner. Two other members (Jim Stobie and Ryan Decker) will have reached their maximum participation under AMS rules and will rotate off of the committee in February 2012. So we will seek two new members. We have one likely new member and will want one more. Suggestions are welcome. We will attempt to maintain a mixture of aviation, range, and aerospace interests.

- Franzeska (Fran) Houtas, NASA Dryden
- Kevin Johnston, FAA
- Tim Miner, American Airlines
- Kathy would like time to learn what's happening with the AMU and potentially nominate someone.

8. ARAM Student best paper/poster award (cash prize) (Matthias Steiner) Post-note: This was very successful last year. We should continue it, including the cast prize.

Discussion:

This year Matthias found few aviation papers from students, so he had to reach out to meso students for aviation applications. He ended up with 4 and had 4 judges for each student. Results will be collected at end of conference, and the winner will be announced in BAMS and will get certificate and $200. In the future, the committee needs to be more proactive in reaching out to get more papers. Reach colleagues to support student participation AND attendance.

9. Student travel/registration? (competes w/ invited speakers, student awards). Post-note: Our budget of $1500 per meeting would allow us to fund some student expenses or invited speaker registration.

- Matthias said that, to his knowledge, we haven't used the full allocation, only the $200 prize. Jen commented we could be more proactive in soliciting students, and it would be easier if ARAM were at annual meeting. Students agree to work one part of a day to get a break on registration.
- Bjarne asked if the $1500 cover invited speakers? Matthias said yes, that's one reason we haven't done it. However, Jen noted that most conferences use the funds to cover the abstract fee of the invited speakers.
- Bjarne suggested inviting a speaker from ICAO, since that speaker could represent a number of users.

10. Nominations for awards, lectureships, named symposia, and fellows. There will be no Walter Orr Roberts Lecture in Interdisciplinary Sciences at 2012 AMS meeting because there were no nominations

Other items:

- Suggest teleconferences when there are pressing deadlines and e-mail for routine contact. Some members would prefer more frequent contact.

Question: Does AMS recommend ways for speakers to make their talks better? Jen answered that there are general guidelines. Jim suggested guidelines for effective presentation include not too many equations and no strange (unintroduced) acronyms. Also, if applications are envisioned, include a slide specifying them (consider needs of forecasters, requirements (useful tools for operations, worth recommending to their coworker forecasters back home) / desires of aviation industry (FAA, ATM, ICAO, etc.)