



SAWE Southeast Region Officers' Lunch Meeting

2/21/2019

Attendees	Present
• Officers	
○ Director – Damian Yañez	Y
○ President – Farid Farizy	N
○ Vice President – Tom Tanner	Y
○ Secretary – Luis Alberto Lopez	N
○ Treasurer – Dell Ruff	Y

Topics of Discussion	Comments
• Chapter Items	
○ Membership	<ul style="list-style-type: none">• Membership renewal opens Mar 1. Need to poke everyone.• Looking for candidates for Chapter Elections.
○ Available Funds	<ul style="list-style-type: none">• Dell reported current balance is \$1580.72. We have not received International dollars yet. He will check with International.• PayPal looks like a viable banking option.
○ Chapter Projects	<ul style="list-style-type: none">• Damian updated chapter website news and events.• Damian reported that we are behind schedule for the Handbook. Sections 1, 2, 6 and 14 have been delivered to the International Technical Committee for review.
○ Chapter Meetings	<ul style="list-style-type: none">• Next Chapter Meeting at Gulfstream on March 14 @ 11:30am. Assignments:<ul style="list-style-type: none">○ Room – Damian (Lift reserved)○ Announcement - Luis○ Food/Drink – Tom/Farid (cost \$5/person)○ Presentation –Nathan Hewitt (Winglet Wt. and CG)
• International Items	
○ Sales and Marketing	<ul style="list-style-type: none">• Damian declined joining CEO marketing effort due to handbook workload.
○ International Conference	<ul style="list-style-type: none">• May 18-23 @ Norfolk, VA Hampton Roads Chapter. Damian will be attending and presenting. Registration opens Mar 1. Papers due Apr 1.
○ SAWE Certification Effort	<ul style="list-style-type: none">• Damian attended Webex describing results of ANSI training class. This will be a huge effort for the Society.
○ International Officer Elections	<ul style="list-style-type: none">• Voting started Feb 15. Please vote.
○ Call for Award Nominations	<ul style="list-style-type: none">• Due Apr 1.
○ Scholarships	<ul style="list-style-type: none">• Open Feb 1, Due Apr 30.



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Handbook Update Progress as of 2/21/2019

Yellow delivered to Technical Committee

Task Name	Duration ▾	Resource Names		May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
		Start	Finish	▼	▲											
1. Update SAWE Handbook	258 days	Mon 5/6/19	Thu 5/10/18	Qtr 4, 2018	Qtr 3, 2018	Qtr 2, 2019	Qtr 1, 2019	Jan	Feb	Mar	Apr	May				
2. Collect files and post on Group Office	35 days	Wed 5/27/18	D. Yanez	Qtr 4, 2018	Qtr 3, 2018	Qtr 2, 2019	Qtr 1, 2019	Jan	Feb	Mar	Apr	May				
3. Decide on new format	2 mons	Thu 6/28/18	Wed 8/22/18	D. Yanez												
4. Solicit 1 volunteer for each Section	2 wks	Thu 8/23/18	Wed 9/5/18	D. Yanez												
5. Conduct a Kickoff Meeting to ensure consistency	2 days	Thu 9/6/18	Fri 9/7/18	D. Yanez												
6. Perform updates and verify	122 days	Mon 9/10/18	Tue 2/26/19	D. Yanez												
7. Cover Page & Acknowledgements	6 mons	Mon 9/10/18	Fri 2/22/19	D. Yanez												
8. Section 1 - Units	6 mons	Mon 9/10/18	Fri 2/22/19	D. Yanez												
9. Section 2 - Section Properties	6 mons	Mon 9/10/18	Fri 2/22/19	P. Stubbers												
10. Section 3 - Material Properties	6 mons	Mon 9/10/18	Fri 2/22/19	T. Tanner												
11. Section 4 - Component Properties	6 mons	Mon 9/10/18	Fri 2/22/19	T. Tanner												
12. Section 5 - Mass Properties/Calculation	6 mons	Mon 9/10/18	Fri 2/22/19	D. Ruff												
13. Section 6 - Mass Properties/Measurement	6 mons	Mon 9/10/18	Fri 2/22/19	D. Yanez												
14. Section 7 - Loads	6 mons	Mon 9/10/18	Fri 2/22/19	D. Ruff												
15. Section 8 - Strength	6 mons	Mon 9/10/18	Fri 2/22/19	D. Ruff												
16. Section 9 - Structural Dynamics	6 mons	Mon 9/10/18	Fri 2/22/19	R. Campbell												
17. Section 10 - Aerodynamics	6 mons	Mon 9/10/18	Fri 2/22/19	R. Campbell												
18. Section 11 - Propulsion	6 mons	Mon 9/10/18	Fri 2/22/19	R. Campbell												
19. Section 12 - Thermodynamics	6 mons	Mon 9/10/18	Fri 2/22/19	R. Campbell												
20. Section 13 - Space Flight Mechanics	6 mons	Mon 9/10/18	Fri 2/22/19	L. Lopez, D. Yanez												
21. Section 14 - Crew Systems	6 mons	Mon 9/10/18	Fri 2/22/19	L. Lopez, D. Yanez												
22. Section 15 - Power Systems	6 mons	Mon 9/10/18	Fri 2/22/19	L. Lopez, D. Yanez												
23. Section 16 - Mathematics	6 mons	Mon 9/10/18	Fri 2/22/19	D. Yanez												
24. Section 17 - Marine Vehicles	6 mons	Mon 9/10/18	Fri 2/22/19	P. Stubbers												
25. Section 18 - Land Vehicles	6 mons	Mon 9/10/18	Fri 2/22/19	TBD												
26. Section 19 - Miscellaneous	6 mons	Mon 9/10/18	Fri 2/22/19	TBD												
27. Section 20 - Communications	6 mons	Mon 9/10/18	Fri 2/22/19	D. Yanez												
28. Additional Sections	6 mons	Mon 9/10/18	Fri 2/22/19	TBD												
29. Table of Contents	2 days	Mon 2/25/19	Tue 2/26/19	P. Stubbers												
30. Index	2 days	Mon 2/25/19	Tue 2/26/19	P. Stubbers												
31. Conduct a thorough review of content and format	2 mons	Wed 2/27/19	Tue 4/23/19	D. Yanez												
32. Post final document to Group Office	1 day	Wed 2/24/19	Wed 4/24/19	D. Yanez												
33. Deliver document file to publisher	2 days	Thu 4/25/19	Fri 4/26/19	N. Marickovich												
34. Update SAWE Website links as required	1 wk	Mon 4/29/19	Fri 5/3/19	A. Brooks												
35. Notify Membership that Update is available	1 day	Mon 5/6/19	Mon 5/6/19	TBD												

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