

Draft Minutes
Annual Meeting of the TAG/ISO/TC172 — Optics and optical instruments
19:30 to 21:00, January 23, 2012

Intercontinental San Francisco
888 Howard Street, San Francisco, CA 94103
Twin Peaks Room (4th Floor)

	Attendees: (13)	Representing:	Absent Leaders (3)
Acting Tag Leader:	Allen Krisiloff	Triptar Lens Company, Inc.	
Admin:	Dave Aikens Allen Krisiloff	OEO SC Executive Director OEO SC Chairman	
SC1:	David Aikens Doug Hoover	Leader SC1, Savvy Optics Corp. Reichert Inc.	
SC3:	Gordon Boulton	Leader SC 3, JDSU (Convener ISO/TC 172/SC 3/ WG 2)	
SC4:		Leader SC4, Leupold & Stevens, Inc	Fritz Kaufman.
SC5:	Lee Shuett	Leader SC5, Nikon Instruments, Inc.	
SC6:		Leader SC6, none	
SC7:	Charles Campbell Ken Wood	Leader SC7, Consultant Z80, Vision Council	
SC9:		Leader SC9	Tom Leib
	Breck Hitz	Chairman ISO/TC 172/SC 9	

General TAG:

1. Welcome and Introductions

A. Krisiloff opened the meeting at 19:32. Allen has agreed to act as TAG leader in his absence. Each person introduced his or her self.

2. Adoption of Agenda

The agenda was modified to add a review of membership between items 5 and 6. K. Wood moved that the agenda be adopted as modified and C. Campbell seconded the motion. The motion carried.

3. Approval of Minutes of January 25, 2011 TAG Meeting

G. Boulton moved that the corrected draft minutes of the previous Annual Meeting be approved; K. Wood seconded the motion, which carried with five affirms and two abstentions

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4. Report on OEOSC status

A. Krisiloff reported that the financial health of OEOSC was acceptable. We continue to balance our budget using training as a source of outreach and revenue. OEOSC divides its work between the ASC for Optics and the TAG. There were no changes in the board membership, because the nominating committee did not complete its work in time for elections at Photonics West.

5. Report on ASC/OP status

D. Aikens reported that ASC/OP continues its steady growth, and had a very productive year, with two finished standards and nine standards in process at the draft level. In the coming year, we expect to complete all nine in-process standards, including a new wavefront standard, OP1.004, which can be offered to ISO TC172/SC1 for possible adoption as an ISO standard. The other projects are release of an ANS version of key ISO drawing and coatings standards, to allow a rollout of adoption of ISO 10110 drawing standard as an American Standard. This year we formed one new task force (TF5 Aspherics) and next year we will form another task force (TF6 IR Materials) and reactivate one task force (TF1 optical materials)

6. Review of TAG membership

D. Aikens summarized the need for balance and reviewed the membership rules regarding dominance of interest. The membership list for the entire TAG was reviewed. SC1 and SC3 were in balance, and SC4 has only one member, so it is not subject to concerns of balance. SC5 is dominated by producers, but is actively recruiting more academics to improve balance with users of equipment. SC7 appears out of balance, but when reviewed in a more historical context, it is actually in balance. C. Campbell will provide a more appropriate analysis of the balance for SC7 to the committee. SC9 is out of balance, and Tom Lieb will be asked if there is any opportunity for improving balance.

K. Wood moved that we accept the review of the membership and we resolve to take the actions described above.

D. Hoover seconded and the motion carried.

7. (Items 7 – 13) Review of TC 172 Work by Subcommittee

The **Annual Reports of the TAG Subcommittees** were reviewed. Since they are all documented in writing and will serve as the basis of the Annual Report, there is no need to reproduce them here.

Action: A. Krisiloff will get a copy of the ANSI letter and get it to C. Campbell by 2/3/12.

K. Wood moved to accept the annual reports and to direct D. Aikens to compile them into the ANSI TAG annual report. G. Boulton seconded and the motion carried.

14. Selection of New TAG Leader

A. Krisiloff announced that L. Shuett has tendered his resignation as TAG leader, effective 1/31/12. A. Krisiloff has been appointed by OEOSC to be the leader of the TAG. M. Stolberg will be asked to circulate a ballot to approve or disapprove of him as the new TAG Leader.

15. Old Business: Review of SC-7 with ISO/TC172 SC7 DIS 8598-1.3

The situation regarding DIS 8598 is covered in the Annual report from SC7, and is not reproduced here.

16. New Business: Review of US TAG voting rules

A. Krisiloff announced that he has a new draft of the TAG operating procedures. He still wants to clean them up and circulate them for comments by the end of February.

Since the primary issues we have regarding how the current TAG procedures are constructed are focused around the differences in the operation of SC7 versus the other SC's, an alternative is to split SC7 off as a separate TAG. While that is possible, the proposal has not been embraced by ANSI Z80 yet. The proposal has been floated, and ANSI Z80 members are considering this as a possibility. Until OEOSC is contacted by ANSI Z80 that they would like to begin the process of creating a SC7 TAG, we will continue operating as a single TAG.

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17. Objectives for the TAG in 2012-01-04

Our objectives for 2012 are to clean up our operating procedures, and to encourage more participation in SC's 3, 4, 5, 6, and 9.

18. Time and Place for Next TAG Meeting

C. Campbell moved that the TAG meet in San Francisco, CA during SPIE's Photonics West in 2013. G. Boulbee seconded the motion, which passed.

19. Adjournment

Since no other business came before the committee, K. Wood moved that the meeting be adjourned; Doug Hoover seconded; the motion carried. The meeting was adjourned at 22:16.