

Draft Minutes
 ASC OP/TF 3 Optics and Electro-Optical Instruments – Optical Elements and Assemblies – Wavefront Standard
 Sunday, January 24, 2010
 1:30 p.m. – 5:00 p.m.
 Hilton San Francisco Union Square Hotel, Golden Gate 6 Room
 333 O'Farrell Street, San Francisco, CA, 94102

Attending

<input checked="" type="checkbox"/>	Committee Members (16 of 18 w/4 alt.)	Representing (Parent Organization)
<input checked="" type="checkbox"/>	David Aikens (by phone)	Savvy Optics Corp.
<input checked="" type="checkbox"/>	Gordon Boulton (Alternate)	JDSU
<input type="checkbox"/>	David Corridon	Individual
<input checked="" type="checkbox"/>	Walter Czajkowski	APOMA (Edmund Optics)
<input checked="" type="checkbox"/>	Jessica DeGroote Nelson (Alternate) (by phone)	Optimax Systems, Inc.
<input checked="" type="checkbox"/>	Marla Dowell	IEEE/LEOS
<input checked="" type="checkbox"/>	Marla Dowell	NIST
<input checked="" type="checkbox"/>	Lincoln Endelman	SPIE (Endelman Enterprises)
<input checked="" type="checkbox"/>	Chris Evans	Zygo Corporation
<input checked="" type="checkbox"/>	Krishna Gupta (Alternate)	Zygo Corporation
<input type="checkbox"/>	Guttman	Photon, Inc.
<input checked="" type="checkbox"/>	Donna Howland	Northrop Grumman Aerospace Systems
<input checked="" type="checkbox"/>	Hal Johnson	Harold Johnson Optical Lab
<input checked="" type="checkbox"/>	Allen Krisiloff	Triptar Lens Company, Inc.
<input checked="" 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 checked="" type="checkbox"/>	Bob Smythe	R. A. Smythe, LLC
<input checked="" type="checkbox"/>	Peter Z. Takacs	Brookhaven National Lab
<input checked="" type="checkbox"/>	Ray Williamson	Ray Williamson Consulting
<input type="checkbox"/>	Dr. Valeriy V. Yashchuk	Lawrence Berkeley National Lab
Observers (1)		
<input type="checkbox"/>	Lahsen Assoufid	Argonne National Laboratory
<input checked="" type="checkbox"/>	Gene Kohlenberg	OEOSC

1. Welcome and Introductions

C. Evans opened the meeting at 1:35 p.m. with a round of introductions.

2. Adoption of Agenda

P. Takacs moved to adopt the draft agenda. S. Martinek seconded the motion, which carried unanimously.

3. Approval of draft minutes of the May 11, 2009 meeting

S. Martinek moved that the draft minutes be accepted; D. Aikens seconded the motion; the motion carried unanimously.

4. Wavefront Standards

a) OP1.004

C. Evans reviewed the draft of the document, which is stored on the optstd.org website under the section covering this meeting. D. Aikens moved that the document be balloted in the Task Force. R. Smythe seconded the motion, which passed unanimously.

The Task Force recessed at 3:25 p.m. And reconvened at 3:36 p.m.

b) OP1.005

P. Takacs reviewed the draft, which is also stored on the optstd.org website under the section covering this meeting..

5. Action Items

a) Both documents:

- i Change titles to provide clear description of content and differentiation between them (C. Evans, P. Takacs)

b) OP1.004:

- i List only ISO 10110 parts 5, 8 and 14 as normative standards (C. Evans)
- ii Make formatting in definitions consistent (C. Evans)
- iii Add section numbers in flow diagram discussed at meeting and integrated into Section 4 (C. Evans)
- iv Integrate notation section provided by D. Aikens, with modifications agreed at the meeting (C. Evans)
- v Convert all normalized Zernike coefficients to $c(\text{bar})$ to differentiate from “Fringe” Zernikes (C. Evans)
- vi Add brief note regarding uncertainty in definition and realization of the measurand (C. Evans)
- vii On completion of items 1-6, revised document to TF3 ballot (C. Evans/ G. Kohlenberg)

c) OP1.005

- i. Convert the current Section 3 Terms and Definitions into two sections:
 1. Section 3: Terms and Definitions where the definition is a phrase that can be substituted for the term; and
 2. Section 4: Description of a wavefront or surface (P. Takacs)
- ii. Minimize Normative references; move non-essential references to “Literature” section (P. Takacs)
- iii. Add note regarding spatial resolution differences between slope discussion in Op1.004 and this document (P.Takacs)
- iv. Add notation section (D. Aikens)
- v. Cross-check notations with ISO/ASME standards (D. Aikens, P. Takacs)

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

D. Aikens moved that the next meeting be held in Jackson Hole, WY in June; P. Takacs seconded the motion, which carried. unanimously.

7. Adjournment

H. Johnson moved that the meeting be adjourned. S. Martinek seconded the motion. The meeting was adjourned at 5:03 p.m.