Minutes from WInSAR EC Telecon
June 17, 2011 and June 30, 2011

Attendance: Eric Fielding, Rob Mellors (only attended the 17th), Rowena Lohman, Shimon Wdowinski, David Schmidt, Falk Amelung (only attended the 30th), Fran Boler, Matt Pritchard (only attended the 17th), Susanna Gross (only attended the 30th).
Minutes Prepared By: David Schmidt

Agenda:
1) The distribution of ISCE software by WInSAR.
2) Update on API development and database upgrades.
3) Tasking of TerraSAR-X data.
4) Changes to bylaws (tabled for the next meeting).

Agenda Item 1: The distribution of ISCE software by WInSAR

Recently, Paul Rosen approached Eric about the possibility of having WInSAR serve as the software distributor of ISCE, the successor to ROI_PAC. This would require WInSAR to take on the primary role of collecting the signed license agreements and distributing passwords for users to download the software. The EC is generally supportive of the concept, and feels that this new role falls within the mission statement for WInSAR. However, there are several potential issues with this new responsibility. Some of the questions raised in the discussion included the following:

- Would those who want access to the software also be WInSAR members? Would we need to create a new member classification? Would these software members have voting rights?
- Would WInSAR be responsible for verifying that a user is not a citizen of an excluded country? Would WInSAR be liable if an unauthorized user gained access to the software?
- Does UNAVCO staff have the resources to deal with the additional paperwork?
- Would WInSAR experience a flood of new members, many of who would be international? Would these users be active participants in WInSAR? Would this compromise our ability to reach a quorum for voting?

Fran indicated that she felt the additional paperwork associated with adding new members would be manageable. While adding new members may present other issues, expanding the membership base would broaden the clout of the organization. It appears that those users only interested in the software could be added as Adjunct 1/2 members, at least in the short term. This would minimize the difficulties of reaching a quorum since this membership class does not have voting rights. UNAVCO will need to seek legal counsel to resolve the liability issue before WInSAR could officially distribute the software. JPL/CALTECH would provide the actual license forms. In the end, all EC members approved the motion pending the resolution of the liability issue and modifications to the by-laws to add software access under the Adjunct 1/2 membership class.

Agenda Item 2: API development and database upgrades

Fran provided a brief update on the API development, which was appropriated in the revised budget plan to the funding agencies earlier this year. Progress on the software is moving forward. The integration of the WInSAR and EarthScope SAR archives is nearly complete. A final decision on whether to archive the ENVISAT data in frame or strip mode will be made at a future telecon.

Agenda Item 3: Tasking of TerraSAR-X data.

DLR appears willing to consider the archiving of TerraSAR-X data at UNAVCO for a restricted number of WInSAR users, based on the conversations that Shimon has had with DLR representatives. Members would still need to write a data proposal for their specific project and purchase the SAR data with their own grant money. The EC views this as a positive development in our desire to make TerraSAR-X data available to the membership for scientific applications.

DLR will also consider tasking requests from WInSAR. Initially WInSAR was granted 1000 acquisitions, but this number was found to be flexible upon further discussions with DLR. Eric requested that the membership provide appropriate targets, which Fran tabulated. It was apparent from this list that the membership could easily request more than the 1000 acquisitions. Additionally, not all of the responses contained detailed information on the number of scenes or frequency of acquisitions. Thus the EC had difficulty deciding how to prioritize these requests. One issue is whether US targets should be ranked ahead of international targets. Secondly, it was suggested that PI's with existing funds to purchase data should have priority. Falk, Eric, and possibly Rob (?) were asked to propose an initial priority list, which would be discussed at the next telecon. Eric suggested that targets within existing Supersites should not be included in the WInSAR allocation plan. It was decided that strip and spotlight mode acquisitions with single HH polarization are most appropriate for the tasking. Falk suggested that the EC should consider writing a proposal next year requesting funds to actually purchase these acquisitions.

Agenda Item 4: Changes to bylaws

This topic was tabled for the next telecon.