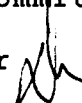


Associate Vice President for Research

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(303) 492-1851

MEMORANDUM

DATE: June 28, 1988
TO: Space Station Advisory Committee, Panel 7
FROM: Don Hearth, Panel 7 Chair 
SUBJECT: Guidelines

Welcome to Panel 7 (please see attached). Also attached is a draft a "Work Statement" prepared, at my request, by the Program Office. As I mentioned to most of you on the phone, my suggested guidelines for our panel are:

- 1) We want to HELP the Program Office.
- 2) We will work from existing documentation as much as possible.
- 3) We will hold only one panel meeting this summer.
- 4) Our objectives will be:
 - a) To make a cursory evaluation and provide it to the full committee at the fall meeting; and
 - b) To recommend appropriate follow-up activities by the committee at the fall committee meeting.

My office will organize a conference call in the near future with you and Dick Snyder in order to:

- 1) Finalize the "Work Statement" and panel operating guidelines;
- 2) Identify material to be provided by Dick and the Program Office; and
- 3) Agree on a time and place for our meeting this summer.

DPH:ts
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enclosures

**SPACE STATION ADVISORY COMMITTEE
Panel 7**

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Dick Snyder
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703-487-7502

From: WRANEY
To: dphearth
CC: wraney, resnyder
Subj: Panel 7 Task

Don,

I have talked to Tom Moser about what he believes it would be helpful for your group to do this summer. The present version is as follows:

Review the process that has been planned and/or set up to carry out the functions of Systems Engineering and Integration, with particular reference to:

- o baseline plans for test and verification;
- o distribution of responsibility; *WORK PACKAGE CENTER LEVEL II CONTRACTORS*
- o procedures required for special areas, such as software for flight systems, and for ground systems;
- ~~o role of SSE and TMIS;~~
- o role of SSE and TMIS; *SOFTWARE SUPPORT ENVIRONMENT (SSE)*
- o accommodation of systems not provided under Work Package contracts, such as foreign elements; *NEEDS EXAS.*
- o current issues/concerns.

Tom certainly agrees with your desire to work largely with material that already exists, and having a meeting late in July should be just fine.

Formally, the head of SE&I is Ray Roberts, but Tom believes that Dick Snyder, who heads up a group under Ray, is the best selection as a point of contact for you, since you know him from Langley days.

Dick is in Code SSE at Level II.
His telephone is (703) 487-7502.
His NASAMAIL mailbox is RESNYDER.

Let me have any comments.