

2010 SCOSTEP Bureau Meeting Minutes

(Prepared by Gang Lu)

Time: 08:30AM – 04:00PM, Saturday, 17 July 2010

Location: Yale Room in Hotel Seminaris, 26 Places, Berlin, Germany

Attendees: Bob Vincent, Brigitte Schmieder, Susan Avery, Alan Rodger, Franz-Josef Lübken, Gang Lu, Marianna Shepherd, Maurizio Candidi, Nat Gopalswamy, Christian Hanuise, Vladimir Kuznetsov, Joanna Haigh, Joe Borovsky, Kazunari Shibata, Jens Oberheide, Kazuo Shiokawa, Uwe Berger, Ilya Usoskin, Dan Marsh; Karin Labitzke, Y. F. Chen, Galina Kotova, Irena Mironova, Geliy Zhrebtsov

1. Welcome, including the formal introduction of Marianna Shepherd as new SS

President Bob Vincent opened the Bureau meeting by welcoming the Bureau members and guests. Vincent pointed out that the Bureau meetings are open to public, except for matters related to SCOSTEP finances. All attendees announced their names and affiliations.

Vincent formally introduced the new SCOSTEP Scientific Secretary (SS) Marianna Shepherd, who will replace the current SS Gang Lu, effective on July 18, 2010.

2. Approval of Agenda

The agenda was approved as proposed.

3. Opening comments of President and Vice President

Vincent commented on the just concluded STP-12 symposium. He was very pleased to see many young people attending STP-12, which he pointed out is very important for the future of SCOSTEP. Though the progress of CAWSES-II is not to everyone's satisfaction, Vincent noted that it is important to realise that CAWSES leaders are doing this on their "spare times" and he is very appreciative the effort that they have put into the CAWSES-II program.

Vice-President Brigitte Schmieder said that she was happy to be in Berlin to attend the STP-12 symposium. As part of the Capacity Building effort, the SCOSTEP educational comic books have reached young people in many countries. She suggested that SCOSTEP should continue to encourage more countries to translate the comics to their native languages. Schmieder also pointed out that because of her position as the SCOSTEP Vice-President, she was able to persuade France to increase its subscription contributions to SCOSTEP.

4. Review of STP-12

Franz-Josef Lübken, who is the chair of the local organization committee for STP-12, gave a brief report on the just concluded symposium. A total of 243 participants from 31 countries around the world attended the symposium, among them were 45 students. A total of 262 scientific papers were presented at the meeting either in oral form or as posters. Substantial funds were raised to support the symposium, and a total of 62 scientists from developing countries received financial support to attend the meeting. A complete report on STP-12 will be provided at a later time when all expenditures have been accounted for.

Schmieder expressed her disappointment that the symposium was run by the local organization committee (LOC) with very little consultation by the scientific organization committee (SOC) and there was too much conflict in session schedule. Lübken responded by saying that SOC was in fact being consulted frequently during the process, mainly via the SOC chair.

Vincent said that, as the chair of the SOC, he took full responsibility for any lack of communications between the LOC and the SOC. But he stressed that with such large numbers of papers received, some conflicts in session schedule were unavoidable. He noted that the symposium was a great success despite a few mistakes (such as the aforementioned schedule conflict in sessions, and that the poster room was too crowded and noisy). All tutorial and keynote speakers gave excellent presentations, and he suggested to make these presentations available online.

Action item: Vincent will write the “Thank You” note to all tutorial and keynote speakers as well as the chair of the LOC.

5. Update on German SCOSTEP Representative

Karin Labitzke informed the Bureau that after nearly 30 years of serving as German’s national representative to SCOSTEP she is stepping down and will be replaced by Franz-Josef Lübken as the new German representative.

6. Report on CAWSES-II

Susan Avery, CAWSES-II co-chair, informed the Bureau that the CAWSES-II Task Group (TG) leaders had a number of meetings during the STP-12 symposium in Berlin to discuss the strategic plans for each of the task groups. More detailed information on each TG can be found on the CAWSES wiki website at <http://www.cawses.org>, and she encouraged the TG leaders to populate the wiki with their activities. Avery noted that an important way to raise the visibility of the CAWSES program is through organizing science sessions at major international meetings, such as EGU, AGU, IUGG, etc. The CAWSES leadership also plans to hold a major meeting at the end of CAWSES-II to showcase the major scientific achievements by the program. Avery also told the Bureau that she and Co-chair Alan Rodger are developing guidelines for applying CAWSES funds, and are working together with the TG leaders to determine what type of funding applications should be supported. The comics books currently available on SCOSTEP website will soon be made available on the CAWSES website as well. In addition,

information on national CAWSES programs should also be recognized on the CAWSES website. Avery and Rodger again strongly encourage more countries to be involved in CAWSES-II.

Avery and Rodger also requested the Bureau to provide funding support of \$10,000 per year in order to establish a part-time position to help with the CAWSES office. The request stems from the fact that both co-chairs (Avery and Rodger) have large responsibilities in their formal jobs as heads of large organizations, and therefore are unable to devote as much time as they would like to in dealing with CAWSES related issues. The person to be hired will carry out the daily “office duties” for CAWSES under the supervision of the co-chairs. After some close-door discussion, the Bureau agreed to provide initially a 1-year funding but future funds will depend on the review after 6 months into the initial finding period. The Bureau requested the CAWSES co-chairs to submit a job description for the position, and the detailed hiring process is yet to be decided and approved by the Bureau.

The Bureau also heard brief reports from each TG about their recent activities and plans for the coming years. These reports will be posted on the CAWSES website at a later time. Some of the comments raised by the Bureau members are:

- The Bureau noted the lack of progress by Task Group 5 on the Virtual Institute. Avery responded by saying that the TG-5 is trying hard to obtain funding to get the cyber-infrastructure moving forward, and another virtual conference is planned but the exact dates are yet to be finalized.
- It was pointed out that some scientific projects are highly relevant and important, but do not directly fit into any of the current task groups. The Bureau suggested that the TG topics should be broadened enough to provide a suitable “home” for these projects.
- It was suggested that the effort on Capacity Building should go beyond sponsoring summer schools and supporting for young students. Vincent responded by pointing out that SCOSTEP has a relative small budget such that it is not able to fully support instrumentation but may leverage it. Gopalswamy suggested that SCOSTEP/CAWSES might consider partly sponsoring some instruments in the range from \$5,000 to \$20,000.

7. Update on Japanese SCOSTEP/CAWSES activities (Shiokawa)

Kazuo Shiokawa informed the Bureau that a new comic book on “Space Weather” is currently under development at Nagoya University in Japan, which will become the 10th book of a series of educational comics sponsored by SCOSTEP/CAWSES. Japan also formed a new SCOSTEP subcommittee chaired by Prof. T. Ogino. In addition, Japan has established its own Task Groups corresponding to each of the CAWSES-II themes, including Capacity Building and eSciences. The Japanese CAWSES-II kickoff meeting was held on June 16-17, 2010, with 78 participants.

8. Post CAWSES planning

Vincent pointed out that, although it is still a couple of years away when the CAWSES-II program formally ends in 2013, we do need to think ahead what SCOSTEP should do after CAWSES-II; whether we should have a global-scale program like CAWSES or multiple smaller projects. He told the Bureau that we should engage the broad community, maybe with a planning meeting next year at IUGG to solicit community inputs and ideas.

Action Item: Nat Gopalswamy will send emails to the Bureau members to solicit ideas on future SCOSTEP programs.

9. Planning for IUGG 2011 and STP-13

Avery informed the Bureau that a Union session on CAWSES was proposed but declined by IUGG. However, there will be three or more CAWSES-related sessions at the IUGG General Assembly in 2011. Avery also mentioned that she and Rodger will try to organize a “community” or “town hall” meeting on CAWSES at IUGG.

Though the STP-13 will take place in 2014, Vincent asked the Bureau to think ahead where the meeting should be held. Considering the last three STP symposia took place in North and South America and in Europe, respectively, a logical choice for STP-13 would be in Asia or Africa. Vincent will write to Chinese scientists to solicit a formal proposal as the host of STP-13. It was also suggested that Japan would be interested in hosting a “closing” meeting for CAWSES-II as it did for CAWSES-I in Kyoto in 2007.

Action Item: Vincent will write to China to solicit a formal proposal to host STP-13.

10. Arrangements for 2011 election of new President, Vice-President

Gang Lu provided an overview of the SCOSTEP election procedure. The new Scientific Secretary Marianna Shepherd will administrate the 2011 election process, which should begin late this year with the nomination of suitable candidates for the SCOSTEP officers. Vincent will work together with Marianna to ensure that the election process goes smoothly.

11. Review of Conference Sponsorship Policy

Vincent urged the Bureau to set clear guidelines as to which meetings should be sponsored by SCOSTEP and which should be sponsored by CAWSES. A separate budget line has been set up to sponsor SCOSTEP related requests.

12. Approval of 2010 Budget

Due to the change over of the SCOSTEP secretariat office, the initial 2010 budget needs further revision, and will be reviewed again by the Bureau for final approval.

13. Review of SCOSTEP financial record of 2006-2010

The Finance committee, composed of Christian Hanuise and Brigitte Schmieder, reviewed the detailed SCOSTEO financial records from 2006 to July 2010, the period that Gang Lu served as the SCOSTEP Scientific Secretary. No irregularity was found. All financial records will be handed over to Marianna Shepherd

14. Report on transition of SCOSTEP office from Boulder to Canada

Marianna Shepherd updated the Bureau on the new SCOSTEP office at York University in Canada, along with a prototype of the new SCOSTEP website. The Bureau was pleased by the smooth transition of the SCOSTEP Secretariat office from Boulder to Toronto.

15. Date and location of 2011 Bureau and General Council meetings

The next SCOSTEP Bureau and General Council meetings will take place in Melbourne, Australia, in conjunction with the IUGG General Assembly on 28 June – 7 July 2011.

16. Other Business

Maurizio Candidi noted that SCAR would like to have inputs from SCOSTEP on its new strategic plan. Vincent agreed to look into this.

The meeting adjourned at 4 pm.