

## SCAR EXECUTIVE COMMITTEE MEETING

SOFIA, BULGARIA, 11–13 JULY 2005

FINAL REPORT OF THE SCAR EXECUTIVE COMMITTEE MEETING

**Attendees:** Jörn Thiede (President), Clive Howard-Williams, Jerónimo López-Martínez, Mahlon C. Kennicutt II (Vice-Presidents), David Walton (SC-ATS), John Turner, (SSG-PS) Alessandro Capra (SSG-GS), Ad Huiskes (SSG-LS), Taco de Bruin (JCADM), Colin P. Summerhayes (Executive Director), Marzena Kaczmarska (Executive Officer), Peter D. Clarkson (Secretariat support staff)

### Introductory Remarks

The President thanked the recently retired SCAR Executive Secretary, Peter Clarkson, for many years of service for SCAR. The Executive Committee awarded Peter a “Certificate of Appreciation” for his contribution to international scientific coordination in the Antarctic. The Committee then welcomed the new member of the SCAR Secretariat, Marzena Kaczmarska, who was appointed as Executive Officer as of June 1, 2005.

### 1. Adoption of the Agenda

The final draft Agenda (*Paper 01*) and final draft Annotated Agenda (*Paper 02*) were adopted, with the addition of several new items under agenda item 15.

### 2. Membership of SCAR

The Executive Director presented a table showing the membership of SCAR, COMNAP and the Antarctic Treaty, indicating the potential for new SCAR members (*Paper 38*). All of the Consultative Parties to the ATCM are Members or Associate Members of SCAR. Some of the Non-Consultative Parties to the ATCM are also Members of SCAR (Canada, Switzerland); others are not (Austria, Colombia, Cuba, Czech Republic, Denmark, Estonia, Greece, Guatemala, Hungary, the Democratic Republic of Korea, Papua New Guinea, Romania, Slovakia, Turkey, Venezuela). Of these, Colombia and Estonia are past Members of SCAR. Some of the countries mentioned might wish to join SCAR.

A draft application for Associate Membership of SCAR was anticipated from the Czech Republic, but was not available in time for the Executive meeting. It will be required by 9 January 2006, for XXIX SCAR.

At the XXVIII ATCM, Bulgaria and Ukraine indicated their intention to apply to transfer to Full Membership of SCAR at the XXIX SCAR Meeting in Hobart. Christo Pimpirev (Dir. Bulgarian Antarctic Institute, Sofia, Bulgaria) and Gennadiy Milinevsky (Ukrainian Antarctic Centre, Kiev, Ukraine) were both given information for applying for Full Membership, and advised that the deadline for receipt of the application for it to be considered at XXIX SCAR would be 9 January 2006.

At the XXVIII ATCM, Romania and Greece indicated their interest in applying for Associate Membership of SCAR, possibly at the XXIX SCAR Meeting in Hobart. Teodor Gheorghe Negoita (Romanian Polar Research Institute, Bucarest, Romania) and Georgios Makridis (Hellenic Military Geographical Service, Athens, Greece) were given the information for applying for Associate Membership, and advised that the deadline for receipt of the application for it to be considered at XXIX SCAR would be 9 January 2006.

Denmark had already been invited to submit an application for Associate Membership of SCAR. During the meeting the Executive Director received a letter from Hanne Petersen, (Dir. Danish Polar Center, Copenhagen, Denmark) who confirmed Danish interest in joining SCAR, and expressed an intent to submit an application for Associate Membership for the Delegates Meeting in Hobart, 2006.

**ACTIONS:**

- SCAR Secretariat will remind all interested countries to send applications by 9 January 2006 (March 2006 at very latest)
- SCAR Secretariat will contact Paul Egerton (European Polar Board Executive Secretary) in order to obtain more information about potential new member countries from Europe

### **3. Antarctic Master Directory (AMD)**

A report was provided on progress by the NASA's Global Change Master Directory (GCMD) on population of the Antarctic Master Directory (AMD) with metadata entries (*Paper 04*). The topic was discussed as part of the presentation on JCADM (item 5.5). The Executive approved the annual payment of \$10,000 (jointly with COMNAP) to GCMD for its work in 2003, and 2004. The Executive also agreed to budget the requested amount for 2005, and to revisit at year end the question of the payment for year 2006 and beyond.

**ACTIONS:**

- SCAR Secretariat will arrange payment to GCMD for 2003, 2004 (invoice already delivered)
- JCADM Chief Officer will provide invoice for GCMD activities for 2005 promptly at year end
- SCAR Secretariat will consult JCADM by year end about the plans for GCMD activities in 2006 and the terms of payment to GCMD for year 2006 and beyond
- The AMD agenda item should in future be part of the JCADM report

### **4. COMNAP**

The agenda for the Joint Meeting with the COMNAP Executive Committee (July 13, 2005) was tabled for discussion (*Paper 05*). The President asked the Executive Committee to consider the possible advantages that might accrue from merging COMNAP and SCAR at some point in the future. There was no firm conclusion, but

there was general agreement that such a merger could possibly have a positive impact. However there was doubt about the likelihood that such a prospect would be acceptable to COMNAP at this time. The Executive approved the draft agenda for the joint SCAR-COMNAP Executive meeting and noted the need to address additional topics including the development of the INFONET project by COMNAP.

**ACTIONS:**

- Taco de Bruin will deliver the JCADM report at the joint SCAR-COMNAP meeting, 13 July 2005
- the SCAR Executive will inform COMNAP about potential new members of SCAR
- the SCAR Executive will inform COMNAP about IPY developments
- Chief Officers (who would not participate in the Joint meeting of the Executives on July 13, 2005) will prepare brief notes for the SCAR Executive to bring to the attention of COMNAP at the joint Executives meeting, focusing on issues that would involve logistical or other support from COMNAP.
- The COMNAP agenda item will in future be taken shortly before the joint Executives meeting, so as to enable most Executive Committee actions to be taken into consideration at the Joint meeting of the Executives.

## **5. Reports of SCAR Standing Scientific Groups**

The reports of the SSGs were tabled by the Chief Officers for discussion by the Executive Committee (*Papers 06, 07 and 08*).

The Executive noted that good progress was made by the SSGs.

### **5.1 SSG on Geosciences (Paper 06).**

Alessandro Capra reported on the activities of SSG-GS, adding an extra text section to the previous version of the document (pages 3-5). A concern about financial support for students was expressed, but no extra resources are available.

### **5.2 SSG on Life Sciences (Paper 07).**

Ad Huiskes noted that the focus of the biologists is on the development of EBA. The RISCC and EVOLANTA programs will be dissolved as of Jan 1, 2006, but elements of them will be transferred to EBA. Many of the RISCC results will be published as a book.

### **5.3 SSG on Physical Sciences (Paper 08)**

John Turner reported on the activities of the SSG-PS. The Executive noted that it is not clear how the new ice drilling group is working. Nor is it clear what the STEPS Expert Group is doing. The Executive considers that STEPS should be incorporated into ICESTAR.

**ACTIONS:**

- SCAR Secretariat and J. Turner will work closely with ICESTAR and STEPS in order to get comprehensive reports from them and to clarify how they might be integrated
- J. Turner will also inform the Secretariat on progress with the new ice drilling group.

#### 5.4 Links between the SSGs

The SSG Chief Officers reported on the results of their first cooperative meeting, on 10 July 2005, (agenda of the meeting attached as Annex 1), in Sofia, regarding interdisciplinary cross-linkages and related matters.

David Walton presented the summary report of the ideas of the Chief Officers. The Executive Committee was pleased with progress and approved the provisional agenda for the SSGs meeting in Amsterdam, on 22-24 November 2005 (provisional agenda attached as Annex 2).

The Chief Officers' meeting proved to be successful and it was agreed that it should take place regularly in advance of SCAR Executive Committee Meetings in the future. The Executive Committee agreed with the suggestion of the Chief Officers that the SSG web pages should be maintained and updated by the Secretariat. They also agreed with the suggestion that the SCAR Office could provide a newsletter service for all the SSGs, by the addition of one page per SSG to the present quarterly SCAR Newsletter. The Secretariat could also add news items to each of the SSG web sites, on request.

##### ACTIONS:

- A joint SSG workshop will be organized in November 2005 in Amsterdam (Chief Officers)
- Chief Officers will meet regularly in advance of SCAR Executive Committee Meetings in the future
- SCAR Secretariat will take over maintaining and updating web pages of individual SSGs, starting with Physical Sciences, then Geosciences, then Life Sciences (to complete by year end)
- SCAR Secretariat will create a joint newsletter for SCAR main news and news from the SSGs, starting with the next issue (end September)
- SCAR Secretariat will work with Mahlon Chuck Kennicutt II to develop templates for reporting by SSGs and SRPs to SCAR. The SSG and SRP templates will make it easier to compare between the groups. They will include the organisational charts, and a section focusing on IPY, and will be downloadable directly from the Members zone of the SCAR web page.

#### 5.5 *JCADM (Paper 09).*

Taco de Bruin gave a presentation on the JCADM activities based on paper 09. The Executive Committee appreciated the clear and concise style of the JCADM presentation, and found it most informative.

At the moment there are 28 countries represented in JACDM. Nineteen of these countries contribute to the AMD. The rate of submissions to AMD is highly variable, with the highest submission rates from Australia and USA.

These different submission rates cannot be explained solely on the basis of the differences in the size of the national programmes. The differences in submission rate also reflect the number of staff working in the different national Antarctic Data Centres (NADCs) and the fact that both Australia and the United States are willing to enforce a data policy. JCADM expects a substantial increase in submission of metadata in the near future, since many nations, like Italy, Spain, Germany, France, Korea, UK and New Zealand, have stepped up their Antarctic data management activities.

The statistics show that the AMD is increasingly being used. Currently around 500 data set descriptions are downloaded every month.

JCADM wishes to improve collaboration with SCAR SSGs and SRPs regarding the submission of scientific metadata sets. The Executive Committee suggested adding a JCADM member to the steering committee of each SRP to provide feedback on the usefulness of the data provided by JCADM to scientists, and to ensure a clear understanding of what type of data should be delivered to JCADM by the science programmes.

ACTIONS:

- Add a JCADM representative to the steering committees of the 5 SRPs.

## 5.6 *JCADM Review (Paper 10)*

The Executive Director reported on the results of the review of JCADM that took place in The Netherlands on 31 March – 1 April 2005. The Executive noted good progress by JCADM, and endorsed the recommendations of the Review Team.

JCADM has increased the number of NADCs, trained people to operate NADCs and populate them with metadata, succeeded in increasing both the submission of metadata sets and the downloading of metadata information by users. There is a need to improve communication between JCADM and the SSGs, which can be achieved at the Open Science Conference. JCADM needs (and is developing) links to several allied data and information groups (such as IODE). In future, JCADM should (as this year) attend the joint meetings of the SSG Chief Officers, as well as the joint SCAR/COMNAP Executive meetings. Bearing in mind the recommendations of the Review Team, the Executive Committee decided that the terms of reference of JCADM need to be reviewed.

ACTIONS:

- create a small working group to look at the terms of reference for JCADM and to consider a revision to them for the Delegates meeting in Hobart 2006 (CPS, DW, CHW, AC, TdB, COMNAP and possibly JLM)
- Secretariat to put the JCADM Review document on the SCAR web page.

## 6. **SCAR Scientific Research Programmes**

The Executive Committee agreed that while the ACE and SALE Implementation Plans were mature and could be published, the plans for AGCS, EBA and ICESTAR were not yet fully mature and need more work. The appropriate Chief Officers were asked to work with the SRP Steering Committees on these three Implementation Plans. As noted under item 5.4, a template is required for reporting to SCAR on progress in implementing the SRPs.

The Committee noted that to facilitate the development of the programmes the Executive Director is participating in SRPs steering committee meetings.

The Executive Committee reviewed the proposals for Steering Committees (*paper 39*), and accepted all except EBA, with the proviso that all steering committees (including EBA) should, over time, review the geographic balance of membership and work hard to find additional or new representatives especially from Asia and South America. With regard to EBA, the Executive Committee noted that the EBA Steering Committee

(EBA-SC) was an interim one, and that additional members were likely to be added following the International Biology Symposium in Curitiba (July 25-29, 2005). Bearing that in mind, the Executive Committee decided to make a final decision on the membership and chairing arrangements of the EBA-SC following completion of the Implementation Plan and revision of the SC membership in Curitiba.

**ACTIONS:**

- All SRP steering committees are urged to search for geographical balance (especially to engage SCAR Members in Asia and South America)
- SCAR Secretariat to send each SRP implementation plan to all national committees and interested parties to get feedback and to seek further engagement by scientists at the national level.
- Each SRP shall appoint a person responsible for oversight of data management, links with JCADM, and outreach.
- AGCS, EBA and ICESTAR Implementation Plans to be labelled as provisional.
- Exec Committee to make final decision on membership and chairing arrangements for EBA after completion of the Implementation Plan and revision to the Steering Committee following the SCAR Biology Symposium.

**6.1 *Antarctic Climate Evolution (ACE) (Paper 11a,b).***

Alessandro Capra presented the implementation plan for the ACE programme. The Committee noted that the plan lacked any message about the connection to JCADM. The Executive Committee approved the Implementation Plan noting (i) that the composition of the steering committee should be re-visited over time to try to get better geographic balance and (ii) that mention should be made of the involvement of JCADM. The Executive commented that the Plan was very well devised with a convincing timetable for the creation of products by the different themes.

**ACTIONS:**

- ACE Plan to mention the need to develop links to JCADM

**6.2 *Antarctica and the Global Climate System (AGCS) (Paper 12a,b).***

John Turner presented the AGCS Implementation Plan, which is at an early stage of formation. The group is planning a major conference with the International Glaciological Society (IGS) to bring the whole community together so as to examine the state of the art and further develop the Plan. They intend to produce READER data sets for the ocean and ice, to complement the meteorological READER data set. The Committee agreed that the implementation plan could be longer than advised previously (up to 10 pages). The Committee recognized that AGCS is a new SRP and that requires more time for its Implementation Plan to mature. The Committee was very encouraged by the progress already made in a short time. The tabled Implementation Plan was approved as “provisional”.

**ACTIONS:**

- John Turner and Colin Summerhayes will work with delegates and national committees to identify further AGCS Points of Contact within each nation, with the

idea that the contact point would then promote AGCS and let us know who is doing AGCS-related research within that country.

**6.3 *Evolution and Biodiversity in the Antarctic (EBA) (Paper 13a,b).***

Ad Huiskes presented the EBA Implementation Plan. The provisional Steering Committee will draft the 2nd version of the Implementation Plan after an open discussion meeting on this item during the IXth SCAR Biology Symposium in Curitiba, in July 2005. The final version of the Implementation Plan is expected to emerge from there. During the same meeting the provisional Steering Committee will also seek candidates for the definitive Steering Committee.

The Executive Committee noted with pleasure a big funding success for the biological community in obtaining funds from the Sloan Foundation for the Census of Antarctic Marine Life (CAML), and from Belgium for funding the MarBin data portal.

**ACTIONS:**

- 2nd draft of the EBA Implementation Plan to be provided to the Exec for approval after the Curitiba meeting (AH); present version to be labelled “Provisional”

**6.4 *Interhemispheric Conjugacy Effects in Solar-Terrestrial and Aeronomy Research (ICESTAR) (Paper 14a,b).***

John Turner presented the ICESTAR Implementation Plan. The committee felt that the draft plan was at a very immature state of development. The ICESTAR steering committee needs to redraft the plan by the end of 2005 using the ACE and SALE plans as guides. The final plan should specify what the scientific targets and products are and how and when they will be reached.

**ACTIONS:**

- Maurizio Candidi to convey to the ICESTAR community during its meeting in Toulouse (July 23, 2005) the Executive Committee’s suggestions for a substantial improvement to the ICESTAR Implementation Plan, which should be re-labelled “Provisional”

**6.5 *Subglacial Antarctic Lake Environments (SALE) (Paper 15a,b).***

Mahlon Chuck Kennicutt II presented the SALE Implementation Plan.

The SCAR President noted that Russian plans announced at the XXVIII ATCM for deepening the Vostok borehole, followed at a later date by lake entry, are of great international interest. SCAR, as the science advisor to the ATCM, should be prepared, if asked, to comment on further developments related to these activities. The Executive Committee approved the SALE Implementation Plan.

**ACTIONS:**

- Mahlon Chuck Kennicutt II to monitor the development of drilling into the ice above Vostok Subglacial Lake, with a view to providing scientific advice regarding further developments, such as penetrating the lake waters.

**6.6 *SRP Performance Review (Paper 16)***

The Executive Director reported on what has been done to develop the Next Steps for SRPs, including the drafting of a proposed Performance Review (*Paper 16*). The Executive approved the Performance Review document.

The President asked the Committee to consider what other major scientific issues could be envisaged as SRPs in the future. The Committee considered that a new topic might emerge from the IPY plans.

## 7. SCAR Meetings

The Executive Director tabled a new version of the “Guidelines for Hosting a SCAR Meeting”, revised in the light of experience from XXVIII SCAR in Bremen and Bremerhaven (*Paper 17*). The Executive required that the time for the SCAR Delegates meeting be reduced to 3 days. All papers shall be prepared and delivered well in advance.

The guidelines were discussed and approved pending the revisions listed in the actions below. The revised text will be sent immediately to the Australia and Russian National Committees for preparation of the XXIX and XXX SCAR meetings.

### ACTIONS:

- Modify the Guidelines for Hosting a SCAR Meeting (I) to reduce to 3 days the time allotted for the Delegates’ meeting; (II) to delete the suggestion about the translation from English from the text of the paper; (III) to change days of the week into day 1, day 2 and so on in the table in Paper 17 before the plan is published/distributed further
- Add the guidelines for the meetings to the Members page of the SCAR web site (SCAR Secretariat)

### 7.1 XXIX SCAR, Hobart

The Australian National Committee provided a progress report on arrangements for XXIX SCAR (*Papers 18a and 18b*). The Executive Director gave a summary of the detailed plan for the SCAR meeting and the Open Science Conference. The Committee noted the need to plan poster sessions. The Committee suggested that Australian representatives of each SSG should play an active role in planning the detailed sessions, once the abstracts have been received.

The Delegates meeting programme was left in the form proposed. The SCAR dinner was removed from the programme, with an encouragement to SSG Chief Officers to arrange dinners within each SSG. Removing the SCAR dinner means that the public lecture should be given on Wednesday evening instead of Saturday. COMNAP should be offered an opportunity to give a presentation during the plenary session on the 1<sup>st</sup> day of the Open Science Conference (ice core drilling or the Antarctic traverse were suggested topics). It was also suggested that the schedule of the Open Science Conference and COMNAP meeting should allow participants from both SCAR and COMNAP to attend each others’ sessions.

The Secretariat will send a set of requirements to the Australian Local Organizing Committee, inclusive of changes to the programme, and the timetable for announcements. The Chief Officers will work on the topics for SSG sessions and will provide names for the keynote speakers.

A preliminary plan for the Open Science Conference (made during the Chief Officers meeting and approved by the Executive) is appended as Annex 3.

ACTIONS:

- The 1<sup>st</sup> conference announcement with the call for abstracts on Antarctic and Southern Ocean research should be sent as soon as the web page for the conference is up and running (Ian Allison).
- John Turner to advise on an excellent speaker for the introductory lecture to the keynotes talks session of the Open Science Conference on “Variability and Change in the Antarctic Environment”
- A one-page flyer should be made available for the SCAR events/news page to provide advance information on XXIX SCAR. Because it is needed for international meetings during the week of July 23, the flyer should appear on the SCAR web page by July 22.
- The deadline for abstract submission is Dec 31, 2005.
- In early 2006 an Australian representative of each SSG will be involved actively with the local organizing committee in planning the scientific sessions. The abstracts will be used to create the science sessions by Feb 15, 2006 (at latest)
- The 2<sup>nd</sup> conference announcement will be sent on March 1, 2006
- Clive Howard-Williams will monitor the progress of the preparations for the scientific sessions and if necessary will visit Hobart prior to the meeting to ensure that all SCAR Executive requirements are being fulfilled
- SSGs should provide the names of keynote speakers and full titles of their talks as soon as possible
- The Executive Committee will encourage COMNAP to give a talk during the Open Science Conference (plenary session).
- The Executive Committee meeting will take place a day before the Open Science Conference starts (parallel to SSG meetings); the Chief Officers will report to the Executive Committee after their meeting close at 4 pm (on the same day, Tuesday, July 11, 2006)
- JCADM will have its meeting a day before the Open Science Conference (parallel to the SCAR Executive and SSGs meetings)
- JCADM will give short talks on JCADM to SSGs in order to fulfil one of the recommendations of the JCADM review regarding the need to improve communication between JCADM and the scientific community.
- The Secretariat will invite the Presidents of ICSU, SCOR and IASC to attend XXIX SCAR. The President of ICSU will be invited to give an introductory presentation to the plenary.
- Arrange to exhibit SCAR books and other SCAR papers and other relevant documents in Hobart (SCAR Secretariat, PDC)
- Inform local organizers (Ian Allison) that SCAR would be happy to provide any help with organizing the conference (SCAR Secretariat)
- To send additional requirements to LOC in Hobart (the conference schedule will be negotiated with COMNAP and the time slot for SCAR Awards needs to be provided)

## 7.2 *XXX SCAR, St Petersburg and Moscow*

The Executive Committee recalled that SCAR will have its 50<sup>th</sup> Anniversary in 2008, which calls for a celebration during the XXX SCAR meeting.

Regarding meetings beyond 2008, the Executive Committee expressed the hope that the next Open Science Conference and SCAR Delegates meeting (2010) might be held in South America. SCAR Secretariat was advised to contact Argentina and Uruguay to explore the possibilities.

### ACTIONS:

- SCAR Secretariat to check in Hobart on the state of preparations for SCAR XXX in 2008.
- SCAR Secretariat to remind Russia about a need for a big celebration in 2008 for SCAR's 50<sup>th</sup> birthday.
- SCAR Secretariat to approach Uruguay and Argentina to investigate if they'd be willing to jointly organize XXXI SCAR meeting in 2010 (perhaps with science week in Buenos Aires, and SCAR Delegates meeting in Montevideo)

## 8. **Antarctic Treaty**

### 8.1 *XXVIII ATCM, Stockholm*

David Walton presented the Report of the SC-ATS, including the report on ATCM in 2005 (*Paper 19a*). The Expert Group on Birds and the Expert Group on Seals were particularly acknowledged for their efforts. The ATCM had thanked SCAR for Steven Chown's presentation of the SCAR lecture and for preparing the several papers submitted to the meeting. The Executive Committee noted that the CEP is reconsidering its role and will hold a meeting on strategy prior to the next ATCM. David Walton was asked to be sure that SCAR is closely involved in the evolving discussions on CEP strategy, so as to ensure that SCAR continues to be seen as a major independent source of valuable scientific advice. He and Colin Summerhayes should attend the strategy meeting.

### 8.2 *XXIX ATCM, Edinburgh*

The Chief Officer of the SC-ATS introduced topics that require papers from SCAR to XXIX ATCM and indicated that he would be finding suitable scientists to produce the requested papers. All proposed papers were approved (Table 1). He noted that for the XXIX ATCM in 2006, SCAR has got a much heavier workload, which will require more people and more time to prepare the papers requested by ATCM and thought necessary by SC-ATS. This demonstrates that SCAR's expectation to have a high profile in the eyes of the ATCM undoubtedly carries with it the burden of more obligations.

### Table 1. Proposed papers for ATCM XXIX

At present it is envisaged that SCAR will submit 7 WPs and 4 IPs to the next ATCM. Since the meeting will begin on 5 June 2006 the last submission date for WPs will be around 1 May and for IPs around 15 May 2006.

WP	Proposal to list Southern Giant Petrel as Specially Protected Species
WP	Proposal to list Macaroni Penguin as Specially Protected Species
WP	Proposal to delist Fur Seals ( <i>Arctocephalus</i> ) as Specially Protected Species
WP	Proposal on the future of the SPS category for the Ross Seal
WP	Review of current scientific knowledge on the possible effects of anthropogenic noise in Antarctic marine ecosystem
WP	Important Bird Areas as a conservation tool for identifying areas in need of protection
WP	Introduction of non-native marine species through ballast water and hull fouling?
WP	Biodiversity [Parties requested this IP underpinning the SCAR Lecture be resubmitted to CEP as a WP]
IP	SCAR Report
IP	[in support of the SCAR lecture]
IP	Importance of marine debris in the introduction of non-native species?
IP	Recommendations from the workshop on biological monitoring of human impacts (joint with COMNAP)
IP	Data Management relevant to the work of the CEP ?
IP	Progress with development of a proposed Antarctic Climate Impact Assessment

The Executive requested the AGCS team to prepare an Antarctic Climate Impact Assessment in the framework of this SRP. It was agreed that a key initial issue would be to identify the potential audience(s) for the product. The Assessment will have more meaning for policy makers if it gets an approval from ATCM/CEP. Where appropriate, SCAR should request additional funds from Treaty Parties for preparing the Assessment.

As a consequence of the ATCM agreement on liability, SCAR should be prepared at some point to deliver information to ATS on restoration of Antarctic environment.

The Executive Committee decided to invite Steven Chown to be the new Chief Officer of the SC-ATS in succession to David Walton, who will stand down after XXIX ATCM. David Walton's replacement is expected to be involved in the ATCM work more or less immediately, and should attend XXIX ATCM in Edinburgh for a "hand-over". The SCAR Executive Committee decided to appoint the Executive Director as Head of the SCAR Delegation to ensure continuity. The Chairman of the SC-ATS will be part of the SCAR Delegation to the ATCM and will head the SCAR Delegation to the ATCM's Committee on Environmental Protection (CEP). The Executive Committee also approved the addition of 2 new members to the SC-ATS (both based on discipline requirements). The SCAR President noted that SCAR is and will remain

the central adviser to ATS on scientific matters and it is important to carry out this function fully effectively (*Paper 19b*).

The Executive Committee decided that the topic of the SCAR presentation at XXIX ATCM shall be related to climate change, starting with ice cores to provide information about past climate changes, and leading up to climate predictions in the future. The presenter remains to be selected. The talk could be labelled something like “Variability and Change in the Antarctic Environment”, and would be much like the introductory talk proposed for the Open Science Conference.

The Committee accepted that better links to CCAMLR are required. The Executive Committee called for closer linkage to COMNAP in the preparation of papers for the ATCM.

The Committee noted that although national committees had asked to be consulted in the preparation of the SCAR papers for the ATCM, almost none had responded to requests for feedback on the papers circulated to them for presentation at XXVIII ATCM. Nevertheless, SCAR would continue to adhere to the request by the Delegates to circulate papers well enough in advance for comments to be made, in order to ensure that any points of controversy could be identified well before the ATCM. The proposed February date for the proposed acoustics workshop in 2006 was shifted to January to provide sufficient time for the writing of the report and its circulation to Members prior to going to the ATCM. The Executive gratefully acknowledged David Walton’s offer to help SC-ATS beyond his formal active term, to ensure a smooth transition and not to lose momentum.

The Executive approved the appointment of Graham Hosie as the SCAR representative to CCAMLR, and also approved attendance of the Executive Director at the CCAMLR meeting in 2006 in order to strengthen the link to CCAMLR.

#### ACTIONS:

- To avoid suggestions that SCAR is straying into territory where it does not belong, the preamble to the ATCM working papers must include the history behind the papers, in terms of the original requests by the CEP to do this work (DW).
- The SCAR Secretariat and Jeronimo Lopez-Martinez should prepare for XXIX ATCM a paper on SCAR’s involvement in and contribution to the International Polar Year. The paper should include reference to the important roles of JCADM and SCAR in meeting the requirements of Article IIIc of the Treaty. The Secretariat should consult with the ATS Secretariat in Buenos Aires on the content and emphasis of the paper to be sure it addresses the interests of the ATCM appropriately, and should encourage COMNAP, if possible, to prepare a paper on data for the IPY from the COMNAP perspective .
- The AGCS team, together with David Walton and Colin Summerhayes, shall prepare a peer-reviewed Antarctic Climate Impact Assessment for eventual presentation to the ATCM (possibly in 2007). The ATCM will be informed in 2006 about the ongoing work on this topic.
- David Walton, Colin Summerhayes to attend the workshop on CEP strategy in Edinburgh, prior to the XXIX ATCM
- The Executive Committee to propose to COMNAP the topic for the joint SCAR-COMNAP presentation at the ATCM.

- The Executive Director to invite Steven Chown to replace David Walton as the Chief Secretariat of the SC-ATS (for a term of 4 years); the new appointee shall be involved in work of SC-ATS as soon as possible for the transition phase, and he is expected to attend XXIX ATCM in 2006
- The Executive Director to ask Sergio Marensi (as a geologist) and Graham Hosie (as SCAR representative on CCAMLR) to become new additional members to SC-ATS (for a term of 4 years)
- The Executive Director to become Head of the SCAR delegation to ATCM, and Chair SC-ATS to become Head of SCAR delegation to the CEP.
- Drafts of papers to ATCM to be circulated to all national committees (SCAR Secretariat) preferably 6 weeks and at latest 4 weeks prior to the ATCM in order to give the committees time and opportunity to comment on the issues discussed.

## **9. Relations with ICSU organizations**

The Executive Director reported on organizational relations with ICSU and relevant ICSU bodies, providing details of his plans to attend the 28<sup>th</sup> General Assembly of ICSU in China 17–21 October 2005.

### *9.1 ICSU*

The Executive Committee advised the Executive Director to use the opportunity of his participation in the Assembly to stress the unusual position of SCAR among other ICSU bodies in the context of providing advice to an intergovernmental body (ATCM), and its key role in planning and implementing the IPY. It would be highly valuable and beneficial for SCAR if ICSU national delegations supported the work of SCAR national committees. The Executive noted that it would be also useful to monitor the development of ICSU bodies like SCOPE (C. Kennicutt) and SCOSTEP (M. Candidi), and to create stronger links to both of them. There needs to be a strong link between SCOSTEP and ICESTAR.

#### **ACTIONS:**

- The Executive Director should attend the General Assembly of ICSU (October 2005)
- Mahlon Chuck Kennicutt II and Maurizio Candidi to ensure appropriate linkages are developed and maintained with SCOPE and SCOSTEP.

### *9.2 SCOR*

The Executive Director reported on interactions with SCOR, notably the formation of the SCAR/SCOR Oceanography Expert Group, which would meet formally for the first time in October 2005. The Executive Committee noted and approved developments. SCAR and SCOR are also jointly sponsoring a session on Interdisciplinary Research in the Southern Ocean, as part of the joint IAPSO/IABO meeting in Cairns in August 2005.

#### **ACTIONS:**

- The Executive Officer will attend the SCAR/SCOR Oceanography workshop in Venice, October 7-8, 2005.

### 9.3 IPY

Vice-President J. López-Martínez reported on IPY developments, referring to tabled Paper 41. The Executive noted and approved the developments. López-Martínez noted that SCAR is well represented in the IPY Steering Committee. Also many IPY proposals have a link to SCAR, but there are some, generated by SCAR groups, which SCAR is not aware of. Better coordination of proposals submitted to IPY is needed to identify those clearly coming from the SCAR community. Concern about the data management in IPY was expressed by JCADM.

#### ACTIONS:

- Secretariat and SSG Officers to find out from SCAR scientists which of the IPY proposals could be considered as having a SCAR component or being SCAR-led. These will be approved as SCAR-related, and information about them will be put on the SCAR web page (Executive and SCAR Secretariat)
- Executive Director to check with IPY Office progress on forming the IPY data subcommittee

### 9.4 IASC

The Executive Director reported on progress with discussions with IASC on the “Relationship between SCAR and IASC” (*Paper 37*), which includes a proposal for a draft agreement between SCAR and IASC, for consideration by the Executive Committee. It was evident that there was much similarity between the main objectives and practices of both organizations. The Executive approved of the idea of creating a partnership with IASC. Participation of an IASC representative in the SCAR Open Science Conference was encouraged. The Executive provisionally approved the draft paper and suggested a few modifications to it.

#### ACTIONS:

- The executive Director to revise Paper 37 on links with IASC, and re-present it to IASC for further consideration.

### 9.5 OTHERS

Reports on scientific relations with other ICSU bodies were included in the reports of the SSG Chief Officers as appropriate.

## 10. Relations with other organizations

The Executive Director reported on organizational relations with other international organizations.

### 10.1 CCAMLR

The Executive Director reported on existing connections to CCAMLR, and reminded the Committee that Edith Fanta, who used to be the SCAR representative to CCAMLR, had stepped down in 2004. Graham Hosie (Australia) had already agreed to take over Edith’s duties. The Executive approved the appointment and noted it would be important to update the new appointee on SCAR matters. As mentioned earlier the

Executive Director has informally been invited to attend the CCAMLR meeting in October 2006.

The Executive was informed that the CCAMLR EMM Committee will be holding a first workshop in September 2005 in Washington DC to discuss marine protected areas. Whilst SCAR has no right to attend, as the meeting is based on representation by State Parties, the Chair of EMM has indicated she would like to invite an appropriate SCAR scientist as an Expert.

**ACTIONS:**

- The Executive Committee will consider if one of its members should attend CCAMLR meetings from time to time, to address particular issues.
- The Executive Director will attend the CCAMLR meeting in October 2006 to create a stronger link between SCAR and CCAMLR
- David Walton will work with the Chair of CCAMLR EMM to identify an appropriate scientist for the workshop in Washington, in September 2005

### *10.2 IGOS-P*

The Executive Director reported on progress with preparing the Cryosphere Theme document for the Partners for an Integrated Global Observing System Strategy (IGOS-P). The suggestion of appointing the Executive Officer to participate in the IGOS-P Cryosphere meetings was approved by the Executive.

**ACTIONS:**

- SCAR Executive Officer shall be actively involved in meetings and other activities related to IGOS-P Cryo in order to help develop the partnership in the required direction, and monitor progress (MIK)

### *10.3 OTHERS*

Close collaboration has been maintained with the International Association of Meteorology and Atmospheric Sciences (IAMAS). SCAR is co-sponsoring two symposia of the IAMAS Assembly in Beijing, August 2005, and will be working with IAMAS on joint symposia for the IUGG Assembly in Perugia, Italy, scheduled for July 2007. The Executive was asked to provide an input to the coming IAMAS workshop. There is a potential for SCAR to contribute to the International Geological Congress in 2008, which will include Arctic and BiPolar issues. It was noted that SCAR became an observer to the Advisory Committee to the agreement on The Conservation of Albatrosses and Petrels (ACAP). SCAR was also holding discussions with the International Whaling Commission (IWC) Secretariat.

As mentioned earlier, JCADM is now strongly linked to the International Ocean Data and Information Exchange (IODE) programme of the Intergovernmental Oceanographic Commission, and is forming links with other data bodies. SCAR is sponsoring sessions as part of the IAPSO/IABO meeting in Cairns in August 2005

## **11. Finance**

### *11.1 Financial statements for 2004*

The Financial statements for 2004 were tabled for discussion and adopted for recommendation to the Delegates at XXIX SCAR (*Papers 20, 21, 22*). The problem of arrears on the part of Argentina, Brazil, Peru, Uruguay, Bulgaria and the Ukraine was discussed.

ACTIONS:

- Secretariat to continue efforts to obtain arrears in contributions.

*11.2 Budgets for 2005 and 2006*

The Executive Committee examined the updated version of the budgets, noting the flexibility gained for SCAR operations from the additional funds received from Germany and the UK and from the Sloan Foundation (*Papers 23 rev.1, 24 rev.1*).

The Committee noted with gratitude the receipt of the voluntary contributions of \$14,000 each from Germany and UK for year 2005. The lack of similar response from other SCAR nations was noted with disappointment.

The Executive approved the revised budgets, while noting that the budget for 2006 seems very optimistic.

ACTIONS:

- Secretariat to add per cent variation in allocation from the original to the financial statements in the future (MIK)

*11.3 Procedure for Management of the Accounts*

A procedure was tabled for the management of the accounts by the Secretariat (*Paper 25*). Paper 25 was provisionally approved. Future actions will depend on the decision of the standing committee on finance, which will examine the financial procedures in depth during XXIX SCAR. A template for reporting on budget and other financial issues shall be created.

A procedure was tabled for Chief Officers to manage their SSG budgets (*Paper 26*). The procedure was approved. It was noted that SCAR Secretariat would need to inform Chief Officers immediately after any budget expenditures were made and travel claims were paid.

ACTIONS:

- Standing Committee on Finance will examine the financial procedures of Paper 25 and revise them if necessary.
- A template for budget reporting will be created (MCKII, MIK).
- SCAR Secretariat will deliver quarterly statements to SSGs on expenditures against their allocations.
- SCAR Secretariat will inform the Chief Officers about the totals spent on travel expenses for meetings, right after the meetings are concluded.

*11.4 Other matters*

The Executive Committee was pleased to see the addition of US\$ 5,000 in a private anonymous donation for ACE.

The Executive called for a comprehensive overview of foundations relevant for SCAR as soon as possible. The Executive Director suggested a coordinated approach to the Tinker Foundation with an information package about the SCAR Scientific Research Programmes. This effort might help to obtain major funding for workshops in Iberia and/or Latin America.

**ACTIONS:**

- SCAR Secretariat will prepare a coordinated information package about SCAR SRPs for the Tinker Foundation (CPS, MIK)
- SCAR Secretariat will provide an overview of foundations that might be relevant for funding SCAR activities (CPS with input from Chief Officers)

## **12. SCAR Constitution and Rules of Procedure**

### *12.1 Rules of Procedure for SCAR Subsidiary Groups (Paper 27)*

The new draft Rules of Procedure for SCAR Subsidiary Groups were tabled for discussion. The Executive Committee approved these provisionally and recommended them for adoption by the Delegates at XXIX SCAR (*Paper 27*) pending minor modifications

**ACTIONS:**

- To modify the draft Rules of Procedure for SCAR Subsidiary Groups by streamlining the document and shortening it substantially, and by adding input from JCADM (CPS, Executive, Chief Officers, TdeB)

### *12.2 Rules for SCAR Programme Proposals*

The new draft Rules for SCAR Programme Proposals had been tabled in Paper 16 as part of agenda item 6.6.

## **13. Appointment of Executive Officer**

As mentioned in the Introductory Remarks, the newly appointed Executive Officer, Marzena Kaczmarek, was introduced to the Executive Committee and Chief Officers. The Executive Committee approved the job description for the post as outlined by the Executive Director (*Paper 29*), noting that Marzena Kaczmarek (a glaciologist) would be the principal Secretariat liaison with those SCAR activities and partners focused on the cryosphere.

## **14. SCAR Fellowship Programme (*Paper 30*)**

The Executive Director reported on the current status and financial situation for the SCAR Fellowship Programme. He presented a list of the candidates for SCAR fellowships for 2005/06. The Executive Committee noted the requirements for obtaining a fellowship. The Committee approved the names of four candidates for the

2005/2006 fellowships, and agreed that the information about the new fellowships should be distributed immediately.

ACTIONS:

- Secretariat to spread information about the new fellows for year 2005/06 (posted on the SCAR news, awards page, information sent to the national committees)

## 15. Any other business

### 15.1 Subgroup on History of Antarctic Research

A progress report from the Convenor was tabled (*Paper 31*). The Committee noted progress in the work of the history group.

### 15.2 Additional meeting of the SCAR Executive Committee

The Executive Committee noted the usefulness of the Executive Committee meeting in Bremen in January 2004 prior to the Open Science Conference in July 2004, as a means of helping to plan the Conference. However, in the case of SCAR XXIX, it was decided that the Executive would not meet in Hobart until July. Instead, Vice-President Clive Howard-Williams was asked to visit Hobart if necessary, to monitor the progress of preparations for the conference. The Executive Committee decided to meet one day before the Open Science Conference starts (Tuesday, July 11, 2006) during XXIX SCAR.

ACTIONS:

- Executive and Secretariat will monitor the progress of the preparation of the conference electronically and Clive Howard-Williams will visit Hobart prior to the conference if it is deemed necessary.

### 15.3 SCAR Awards (*Paper 32*)

A paper containing the proposals that have been made for providing awards, such as medals, to outstanding SCAR scientists was tabled.

The Executive Committee decided that there should be three different SCAR Medals. One medal will be “The President’s Medal” to be awarded for extraordinary achievements in Antarctic science. The SCAR President will choose a candidate to receive the medal, and the presentation ceremony will take place during the SCAR Open Science Conference. There will be one “President’s Medal” every 4 year, i.e. once in each SCAR Presidency. The first President’s Medal should be presented in Hobart, 2006.

The second medal will be “The SCAR Medal for Antarctic Science Excellence”, and the third medal will be “The SCAR Medal for International Scientific Coordination”. SCAR Medals will be awarded every second year, and presented during the Open Science Conference. Awardees will be chosen by an Award Committee from nominations by national committees and the SCAR science community. The first SCAR Medals will be for 2004-2006, and the presentation ceremony will be held in Hobart during the Open Science Conference.

The Secretariat will re-write Paper 32 accordingly, and distribute the approved version to SCAR Delegates and national committees for their comments and approval in 2005 so as to allow the first awards in Hobart, in 2006.

SCAR should continue the practice of electing Honorary Members for outstanding contributions to SCAR by acclamation at the Delegates meeting.

At the Delegates meeting in Bremerhaven in 2004, the Delegates approved the award of "Certificates of Appreciation" to people who provided services to SCAR over long periods (R. Rutherford, C. Rapley, R. Schlich). At the Executive Committee meeting in Sofia in 2005, the Executive awarded a further Certificate of Appreciation to Peter D. Clarkson following his retirement. It is suggested that SCAR maintains this practice informally to be used when appropriate.

#### ACTIONS:

- Re-write Paper 32 on awards and re-design and cost the medals (CPS, MD); send the re-written paper to Executive for approval (MIK); send the approved version to SCAR delegates for their comments and approval (MIK), bearing in mind that the aim is to present the Medals for the first time in Hobart, in 2006.
- SCAR Secretariat to announce call for nominations to SCAR Medals (after the Executive approves revised Paper 32)

#### *15.4 Communication*

The Executive Director tabled the revised SCAR Communications Plan for discussion (*Paper 33*). It has already been seen by national committees. The paper was approved as version 1.0, recognizing the potential for subsequent updates. The Executive Committee expects that SCAR will implement its communications plan jointly with COMNAP where appropriate. COMNAP was informed about SCAR's communications plan, but no feedback has been received yet. This issue should be discussed during the meeting with COMNAP (Wed, July 13, 2005) along with the possibility that SCAR and COMNAP might work together on COMNAP's INFONET Programme (see Annex 4 for INFONET terms of reference). The Executive Director will participate in a COMNAP workshop on communications in Washington, DC, November 2005.

Progress towards the preparation of a joint SCAR-COMNAP Brochure was reported. Several changes were suggested and re-writing is necessary because the brochure is too wordy. The section on history should be substantially shortened. The brochure was provisionally approved by the Executive, pending changes.

SCAR has improved contacts with the media this year, with two articles published and one in press in EOS. SCAR Secretariat, with input from the Executive, will continue to work on improving the SCAR profile by publishing both a leaflet and a short document on SCAR achievements.

A sign of the success of the communications strategy is the continuing rise in hits on and downloads from the SCAR web page. Hits rose from 16,700 per month in January 2004 to 78,026 per month in May 2005.

#### ACTIONS:

- SCAR Secretariat will produce a list of SCAR past achievements to put on the SCAR web page and keep updating it.

- The President asked SCAR Secretariat to produce a brochure and leaflet for Hobart on SCARs scientific achievements (David Walton suggested that a group shall be consulted on the plain English content of these documents; estimated cost for a brochure £100) The achievements shall be also listed on the main SCAR page and on web pages for each individual SRP.
- Discuss communication and outreach plans jointly with COMNAP at the joint meeting (Wed, July 13, 2005).
- Executive Director will participate in COMNAP workshop on communications in Washington, November 2005 as agreed with COMNAP.
- Modify the joint SCAR-COMNAP brochure (CPS, and COMNAP Executive Secretary Antoine Guichard)
- Publish leaflet and document on SCAR achievements (CPS, J Turner, MIK, Chief Officers, Executive, PDC)

### *15.5 Capacity Building*

The Executive Director tabled “A Strategy for Capacity Building and Education” (*Paper 35*). The Plan was provisionally approved as version 1.0 pending review by national committees and COMNAP. It could evolve into a joint SCAR/COMNAP Plan.

The Executive Director reported on plans for his proposed visits to the National Committees of Malaysia, China, Korea and Japan, which are scheduled to take place around the time of his participation in the ICSU General Assembly (Shanghai, 17–19 October 2005). The object is to raise awareness of SCAR programmes, and encourage greater participation in them from Asian communities. The Executive Committee approved the plans, stressing that at the moment SCAR needs a vice-president responsible for capacity building to replace Hideki Shimamura. The Executive decided that the newly appointed vice-president (see agenda item 15.10) should be asked to take over Shimamura’s duties and obligations.

#### ACTIONS:

- Circulate the plan for capacity building to National Committees and COMNAP for input

### *15.6 National reporting*

The Executive Director outlined a paper “Template for national reporting to SCAR” (*Paper 36*), proposing a new format for National Reports to SCAR. The template for national reporting to SCAR was approved. However, the Executive commented that, due to the lack of response from many national committees to requests for information, a new approach to the problem is needed. Providing the links to the relevant web sites in each country might be an option in case of some members, but many SCAR nations do not have developed web sites yet. The Executive decided to ask delegates (i) to provide national reports, and (ii) to take responsibility for reporting to SCAR. The Executive Committee decided that the template shall be distributed to the SCAR delegates 6 weeks prior to the Executive and/or Delegates meeting with a note that the report should be provided as soon as possible and will be publicly available.

#### ACTIONS:

- SCAR Secretariat shall keep the list of delegates on the SCAR web site update.
- The national delegates (and not the national committees) will be asked to use the template to provide the reports from their national activities. The form will be sent to them 6 weeks prior to the Exec and/or Delegates meeting, with a note that the report will be placed online available to the public. SCAR Secretariat will remind delegates to fill in and return the form.

#### *15.7 Legal Status and Liability*

The Executive Director provided a report on the current situation regarding the legal status and liability of SCAR. (*There was no Paper 34*), The Executive Committee noted developments with the legal status of SCAR.

#### ACTIONS:

- To work with lawyers to finalize the legal arrangements for SCAR (CPS, PDC)

#### *15.8 Progress with SCAR XXVIII Recommendations*

The Executive Director tabled national responses to the Recommendations made by the Delegates at XXVIII SCAR. So far responses were obtained from 6 countries only (UK, USA, Norway, Canada, Argentina, The Netherlands). A discussion took place on the form of the recommendations and the type of audience for which they were intended. Some countries find the recommendations useful. Others find them less so. The needs of each country are different. Some national committees distributed the recommendations to appropriate bodies, persons, organizations, or institutes. Others did not. In any case it was agreed that (i) there should be fewer and more high priority recommendations, and (ii) they should be written in a less formalistic way.

#### ACTIONS:

- To distribute the recommendations to COMNAP (SCAR Secretariat)
- To encourage national agencies to find appropriate ways to distribute the information on SCAR Recommendations to appropriate bodies, persons, organizations, or institutes etc., within their countries (SCAR Secretariat)

#### *15.9 Appointment of a new Vice President*

The Executive Director reported on progress in finding a replacement for Hideki Shimamura, who has unfortunately resigned as the Japanese Delegate and who, as a consequence, is no longer eligible to be a SCAR officer. The Executive Committee decided to co-opt a candidate from Asia in order to strengthen Asian involvement in SCAR activities. Noting the results of consultations with national committees (and positive written responses from Argentina, China, Germany, New Zealand, South Africa, Spain, UK and USA), the Executive approved a Chinese candidate, Zhanghai Zhang (Deputy Director General, Chinese Arctic and Antarctic Administration, Beijing, China) to be the new Vice-President. This position is will be a subject to elections during the SCAR Delegates meeting in Hobart, 2006.

#### ACTIONS:

- Secretariat to contact Zhanghai Zhang to inform him that the SCAR Exec approved him as a new SCAR Vice-President and that SCAR Exec would like him to take over the obligations of Shimamura on capacity building.

*15.10 A report from the SCAR/COMNAP Workshop on Practical Indicators of Human Impacts in Antarctica*

In 1994 SCAR and COMNAP agreed at the ATCM to organise workshops to provide guidance on how to measure human impacts in the Antarctic, with especial reference to research stations. Workshops were organised in Oslo and Texas out of which came a handbook on protocols for measuring physical and chemical impacts. Participants at these workshops were unable to provide advice on biological monitoring and it was agreed to hold a further workshop when the science was more mature. This third workshop was organised in March 2005 at College Station and attended by 44 participants from 14 countries, which included scientists, environmental officers and Antarctic managers.

The 11 recommendations of the workshop were endorsed by the SCAR Executive. It was noted that this provided a mechanism for the AEON group to interact with SCAR to ensure that they could seek advice; the recommendation on joint meetings would need to be included in future planning.

*15.11 A report from the Human Biology and Medicine Group meeting*

The Executive took note that the SCAR and COMNAP medical groups had met jointly in Sofia and intended to continue to meet jointly.

*15.12 Actions Arising*

The Committee reviewed actions arising from previous meetings (Papers 40a, b, c, and d) and noted with satisfaction that over 90% of the actions from 2004 have been completed. The remaining items will be carried forward into 2005.

AWI offered to host a second SCAR document repository. This was approved.

A preliminary action list from the Sofia meeting was tabled.

**ACTIONS:**

- Carry forward into 2005 the key actions outstanding from 2004
- SCAR Secretariat will send copies of documents to AWI repository annually
- a preliminary draft report of the meeting will be distributed by SCAR Secretariat by July 22, 2005 (MIK)

**16. Closure of the meeting**

The meeting closed at 1600 on Wednesday, July 13, 2005.

**Names acronyms**

AC	Alessandro Capra
AH	Ad Huiskes
CHW	Clive Howard-Williams
CPS	Colin P. Summerhayes
DW	David Walton
JLM	Jerónimo López-Martínez
JT	Jörn Thiede
JTu	John Turner
MCKII	Mahlon Chuck Kennicutt II
MIK	Marzena I. Kaczmarska
PDC	Peter D. Clarkson
TdB	Taco de Bruin

**Acronyms**

ACE	Antarctic Climate Evolution
AGCS	Antarctica and the Global Climate System
AMD	Antarctic Master Directory
ATCM	Antarctic Treaty Consultative Meeting
CAML	Census of Antarctic Marine Life
CCAMLR	Commission for the Conservation of Antarctic Marine Living Resources
COMNAP	Council of Managers of National Antarctic Programmes
EBA	Evolutionary Biology of Antarctica
GCMD	Global Change Master Directory
IASC	International Arctic Science Committee
ICESTAR	Interhemispheric Conjugacy Effects in Solar-Terrestrial and Aeronomy Research
ICSU	International Council for Science
IGOS-P	Integrated Global Observing Strategy Partnership
IPY	International Polar Year
JCADM	Joint Committee on Antarctic Data Management
SALE	Subglacial Antarctic Lake Environments
SCAR	Scientific Committee on Antarctic Research
SC-ATS	Standing Committee on Antarctic Treaty System
SCOR	Scientific Committee on Oceanic Research
SRP	Scientific Research Programme
SSG	Scientific Standing Group

ANNEX 1 TO THE REPORT FROM THE SCAR EXECUTIVE COMMITTEE MEETING,  
SOFIA, BULGARIA, JULY 11-13, 2005

**AGENDA OF THE CHIEF OFFICERS MEETING, JULY 10, 2005**

Attendees: J. Turner (SSG-PS), A. Huiskes (SSG-LS), A. Capra (SSG-GS), D. Walton (SC-ATS), T. de Bruin (JCADM), C. Summerhayes (Secretariat) M. Kaczmarska (Secretariat), P. Clarkson (Secretariat)

Provisional Agenda

1. SRP's
  - a. Implementation of the SRP's,
  - b. Review process of the SRP's,
  - c. Funding for SRPs (including extra funding)
  
2. SSGs
  - a. the joint workshop between 3 SSGs to examine change and variability in Antarctic region (Nov., Netherlands).
  - b. IPY activities,
  - c. web sites. Overlap and division of material between the SCAR and SSG/SRP sites
  - d. Progress with Action and Expert Groups in areas of common interest: e.g. King George Island; ATS
  
3. Planning and timetable of the Open Science conf 2006
  
4. Reports required by SCAR for the Exec/ATCM/SCOR etc. (including style and content)
  
5. Links with other bodies
  - a. Development of specific interdisciplinary links such as ICCED (report on the meeting at BAS, May 24-26)
  - b. Possible links to other bodies (IWC, CCAMLR, other)
  
6. SCAR Recommendations
  
7. Capacity Building
  - a. Progress with SCAR Fellowships (present and future developments) in the context of the SSGs
  - b. Involvement of the SSGs in other capacity building and education initiatives
  
8. Progress with JCADM - the SSG perspective
  
9. Thoughts on candidates for award of possible SCAR medal

ANNEX 2 TO THE REPORT FROM THE SCAR EXECUTIVE COMMITTEE MEETING,  
SOFIA, BULGARIA, 11-13 JULY 2005

**PLANNING OF THE JOINT SSG MEETING IN AMSTERDAM,  
22-24 Nov, 2005.**

1. Objectives:
  - To explore the potential interdisciplinary linkages between programmes
  - To establish what relevant data are already available
  - To set out a plan for acquiring data needed to develop linkages
2. Structure
3. Presentations – 4 Program presentations (30 mins) :
  - -summarise goals and objectives, implementation and outputs  
(Program leaders Turner, Huiskes, Priscu, Siegert)
  - 4 Program presentations : what data and products they will produce, what data and/or products they could use,  
AGCS – Meredith, Worby, Mayewski, Turner  
EBA – Stoddart, Quesada, Brandt  
ACE – Powell, Siegert, Dunbar  
SALE – Bell, Bulat, Priscu
  - Long-term monitoring and observatories as a basis for multidisciplinary measurements, data management and availability  
(De Bruin, Capra)

ANNEX 3 TO THE REPORT FROM THE SCAR EXECUTIVE COMMITTEE MEETING,  
SOFIA, BULGARIA, JULY 11-13, 2005

### **NOTES ON ORGANISATION OF XXIX SCAR**

(following the Executive Committee and Chief Officers meetings, Sofia, Bulgaria, 11-13 July, 2005)

#### **Suggested Conference Theme**

Having considered the proposal from Ian Allison, the Executive Committee and Chief Officers would prefer a title less closely related to the International Polar Year, because research in the IPY will be the theme for SCAR XXX in 2008. For SCAR XXIX, recognising the growing importance of research on Earth System Science, and of understanding the relationship of Antarctica to the Earth System, they would prefer to see the Conference Theme as “Antarctica in the Earth System”.

#### **Conference Model**

The preferred model for the Open Science Conference is the one that most closely resembles the plan for the Conference in Bremen, with parallel sessions for SCAR and for SCALOP/COMNAP.

#### **Opening Session**

The opening session should be kept as brief as possible. The President of ICSU should be invited to provide one of the introductory talks.

#### **Other Invitees**

The Presidents of SCOR and IASC should be invited to attend the Conference.

#### **The Scientific Plenary Session**

There will be a series of plenary talks (30 minutes each – 25 minutes presentation + 5 for questions); speakers are yet to be selected.

1. Antarctic in the Earth System – this will be given by a top scientist and excellent speaker (possibly someone from COPEs – Coordinated Observation and Prediction on the Earth System, a part of WCRP);
2. Antarctica in the Global Climate System (AGCS) – the exciting science and new scientific developments in this SCAR Scientific Research Programme;
3. Antarctic Climate Evolution (ACE) - the exciting science and new scientific developments in this SCAR Scientific Research Programme;
4. Evolution of Biodiversity in the Antarctic (EBA) - the exciting science and new scientific developments in this SCAR Scientific Research Programme;
5. Subglacial Antarctic Lake Environments (SALE) - the exciting science and new scientific developments in this SCAR Scientific Research Programme;

6. Inter-hemispheric Conjugacy Effects in Solar-Terrestrial and Aeronomy Research (ICESTAR) - the exciting science and new scientific developments in this SCAR Scientific Research Programme;
7. International Polar Year Developments;
8. Logistical Support for Science (by a speaker from COMNAP).

## **Day 2**

As in Bremen, the day will begin with a set of Plenary talks chosen by the SSGs (30 minutes each with 25 for presentation and 5 for questions). These will include talks on the following topics (titles to be agreed; speakers to be found):

1. Advances from ice cores of our understanding of climate change (e.g. the new records emerging from EPICA);
2. Advances in understanding solar terrestrial linkages;
3. The achievements of the SCAR's research programme on Regional Sensitivity to Climate Change in Antarctic Terrestrial and Limnetic Ecosystems (RiSCC);
4. Geodetic and Geophysical Observatories for the IPY;
5. Antarctic Mass Balance – the ice sheet revisited.

These will be followed in the afternoon by Parallel Sessions. There will be around 10 parallel sessions organised early in 2006, based on the abstracts received. Each may have something like 9 talks of 20 to 25 minutes each plus 5 minutes for questions.

## **Day 3**

This will consist of a morning and an afternoon of around 10 parallel sessions each, organised like those on Day 2. One of the parallel sessions on Days one or two should be set aside for data and information management, and will be organised by JCADM.

## **Posters**

Depending on submissions, there will be poster sessions on all three days, with the first set being available during the lunch break on the opening day. The actual number of poster sessions and the timing of the changeover between them will depend on the organisation of the talk sessions and the number and quality of submissions.

## **Evening Sessions**

There will be no SCAR Dinner. Chief Officers of SSGs will be encouraged to organise dinners within each SSG or SRP.

## **Public Lecture**

The Public Lecture should take place on the Wednesday rather than on the Saturday.

## **Breaks**

One hour is suggested for lunch, with 30 minutes each for morning and afternoon tea and coffee.

**Delegates Meeting**

The Plan for the Delegates meeting is accepted. However, it remains to be seen whether or not there will actually be a need for parallel sessions. The decision will depend on the volume of business and will be decided early in the new year.

**First Circular and Call for Papers**

The call for papers should be made as soon as possible and preferably no later than the end of July through publication of the first circular on the meeting web site. It should be advertised also on the SCAR web site and on the SSG web pages, and widely disseminated by the Secretariat and by all officers of SCAR Research Programmes and Action and Expert Groups. The science conference is open, but it would be helpful if potential speakers and poster presenters considered making presentations that fit with the overall theme of the Conference. There will be one session on data and information management.

**Abstracts**

The deadline for receipt of abstracts should be December 31<sup>st</sup> 2005.

**Planning Sessions**

The Local Organising Committee should group the abstracts into sessions and decide which submissions should be abstracts and which posters (where it is not evident from the submission). To facilitate the planning, the Chief Officers of SCAR's SSGs will nominate Australian representatives to work on the selection process with the Local Organising Committee at a meeting in Hobart. In 2004, this process was carried out over 2 days by the Executive and Chief Officers meeting with the Local Organising Committee in Bremerhaven. This process should be completed by February 15<sup>th</sup>. In the event of any disagreement or problem with the selection process, the view of the Executive Committee should be sought by inviting Clive Howard-Williams (a SCAR Vice-President) to visit Hobart for discussions with the LOC. Clive will in any case visit Hobart on behalf of the Executive to ensure that progress with the organisation is being effected in an appropriate manner.

**Second Circular**

The second circular containing the programme of talks and posters as decided by the LOC and SSG reps (above) by Feb 15<sup>th</sup> should be issued no later than March 1<sup>st</sup> 2006.

**SSG and Executive Committee Meetings**

The plans for the SSG meetings are acceptable as proposed but the SSG meetings will proceed for longer on the Tuesday afternoon in parallel with the Exec meeting. The Executive Committee will meet on the afternoon before the conference, and with the Chief Officers for the last 2 hours of that meeting. The Executive Committee will also meet for 2 hours at the conclusion of the Conference.

It should be noted that JCADM is also expected to meet in parallel with the SSGs, though possibly only for one day rather than 3; space will be needed.

**SCAR/COMNAP Executive Meeting**

It would be helpful to show this as taking 2 hours rather than one, and it might be better to schedule it for the end of the day rather than the lunch break, so as to be able more easily to fit the time into the otherwise busy Conference schedule.

**Exhibition**

An exhibition should be arranged of SCAR's major outputs (books and conference proceedings), for which a table and poster will be needed in the main open area where teas and coffees are served.

**Flyer**

Ideally a conference flyer of one-page of A4 should be prepared by Friday July 22, 2005, so that it can be distributed at the SCAR Biology Symposium in Curitiba and at the IAMAS meeting, both of which take place during the week of July 25, 2005.

**Secretariat Assistance**

The SCAR Secretariat will provide all possible assistance to the LOC.

**SCAR Awards Ceremony**

The LOC will ensure enough time during the Plenary Session (or during one of major Conference Events) for the SCAR Awards presentation ceremony.

**Using Information from Previous Conference**

The LOC is asked to approach the organisers of XXVIII SCAR at AWI as soon as possible to obtain all their information on names and addresses of attendees at SCAR XXVIII, to assist with developing a distribution list for circulars.

ANNEX 4 TO THE REPORT FROM THE SCAR EXECUTIVE MEETING,  
SOFIA, BULGARIA 11-13TH JULY 2005

**INFONET - AS AT 15-JULY-2005**  
**(DOCUMENT PROVIDED TO THE SCAR EXECUTIVE BY COMNAP SECRETARY, ANTOINE**  
**GUICHARD)**

**Terms of References:**

- Exchange information, views and ideas about Education, Outreach and Communication (EOC) activities within COMNAP and on behalf of COMNAP members or parts of its membership.
- Promote mutual understanding among Network members on EOC activities and facilitate partnerships.
- Respond to requests from COMNAP on EOC issues.
- Work with ICSU, ATS Secretariat, IPY Project Office and SCAR in developing activities of mutual interest.

**Tasks:**

- Establish an active Network.
- Survey members to obtain an overview of present EOC related national activities.
- Facilitate partnerships to implement EOC activities
- Organise Workshop in Washington DC (early December) on IPY related EOC activities.
- Prepare an information Paper on National Programs EOC for ATCM XXIX

ANNEX 5 TO THE REPORT FROM THE SCAR EXECUTIVE COMMITTEE MEETING,  
SOFIA, BULGARIA, JULY 11-13, 2005

**LIST OF PAPERS FOR THE MEETING**

<i>Paper No</i>	<i>Agenda Item</i>	<i>Title</i>
01	1.	Agenda
02	1.	Annotated Agenda
*03	2.	Draft application for Associate Membership from Czech Republic
04	3.	Report on progress by GCMD with AMD
05	4.	Draft agenda for the Joint Meeting with the COMNAP Executive Committee
06	5.1	Report by SSG on Geosciences
07	5.2	Report by SSG on Life Sciences
08	5.3	Report by SSG on Physical Sciences
09	5.5	Report by JCADM
10	5.6	Review of JCADM
11a	6.1	Antarctic Climate Evolution (ACE)
11b	6.1	ACE Implementation Plan
*12a	6.2	Antarctica and the Global Climate System (AGCS)
12b	6.2	AGCS Implementation Plan
*13a	6.3	Evolutionary Biology of Antarctica (EBA)
13b	6.3	EBA Implementation Plan
*14a	6.4	Interhemispheric Conjugacy Effects in Solar-Terrestrial and Aeronomy Research (ICESTAR)
14b	6.4	ICESTAR Implementation Plan
15a	6.5	Subglacial Antarctic Lake Environments (SALE)
15b	6.5	SALE Implementation Plan
16	6.6	SRP Performance Review
17	7.	Revised "Guidelines for Hosting a SCAR Meeting"
18a	7.1	Arrangements for XXIX SCAR
18b	7.1	ditto excel spreadsheet (time-plan)
19a	8.1	Report of the SSC-ATS on XXVIII ATCM, Stockholm
19b	8.2	Development of the ATS Committee
20	11.1	Statement of Income and Expenditure for 2004
21	11.1	Bank accounts at 31 December 2004
22	11.1	National contributions for 2004
23	11.2	Budget for 2005
24	11.2	Budget for 2006
25	11.3	Management procedure for SCAR bank accounts
26	11.3	Procedure for Chief Officers to manage SSG budgets
27	12.1	Draft Rules of Procedure for SCAR Subsidiary Groups
28	12.2	Draft Rules for SCAR Programme Proposals
29	13.	Executive Officer job description
30	14.	SCAR Fellowship Programme
31	15.1	Progress report from the Subgroup on History of Antarctic Research

32	15.3	Proposed SCAR Awards
33	15.4	Revised SCAR Communications Plan
*34	15.7	Report on the current legal status and liability of SCAR
35	15.5	A Strategy for Capacity Building and Education
36	15.6	National Reports to SCAR
37	9.4	Agreement with IASC
38	2.	Potential for New Members
39	6.	Proposed Steering Committees for Scientific Research Programmes
*40a	15.8	Actions arising from the SCAR Executive Meeting 25–30 July 2004
40b	15.8	Actions arising from the joint SCAR-COMNAP Executive meeting 29 July 2004
40c	15.8	Actions arising from the SCAR Delegates meeting October 2004
40d	15.8	Actions arising from the SCAR Executive meeting 9 October 2004
41	9.3	Report to the SCAR Executive Committee on IPY developments

\* papers have not been provided