

**SCAR Executive Committee Meeting  
Punta Arenas, Chile, 5-7 August 2009**

**Draft Timetable**

*Please Note:-*

*(i) that this meeting will be preceded by*

- (a) SCAR President's talk to COMNAP Plenary (Monday August 3)(?1030)*
- (b) SCAR Chief Officers' meeting (Tuesday August 4)*
- (c) SCAR President's participation in COMNAP "Topical Session" (Tuesday August 4)(?1000)*
- (d) SCAR president's participation for the closing hour of the CO's meeting (Tuesday August 4).*

*(ii) that Sergio Marensi will be giving a talk on KGI science to national COMNAP reps on Thursday August 6)(?0900)*

*(iii) that on Wednesday August 5, Rasik Ravindra will be attending the COMNAP meeting (as a V-P for COMNAP)*

*(iv) each attendee will need to make PPTs of important parts of their report for projection on screen (check the agenda below for your name in highlight); in general all reports should have a maximum of 10 minutes to display their PPTs with highlights and recommendations*

*(v) Executive Director will arrange to have access to the web to be able to project web sites on the screen*

**Wednesday August 5**

**0900**

**1. Opening formalities (led by Kennicutt)**

**Welcoming remarks**

**Adoption of the agenda (agenda on PPT)(Summerhayes)**

**Logistical arrangements**

**0930**

**2. The SCAR Performance Review (including its implications for the development of the new SCAR strategic plan 2010-2016) Recommendations need to be on PPT (Kennicutt)  
To be revisited at the end of the Meeting**

**1030 Tea/Coffee**

**1045**

**3. Science (1045-1700) (Led by Marensi)**

- 3.1 Report of the Cross Linkages Workshop (Capra)
- 3.2 Report of the Chief Officers' Meeting (Chown)
- 3.3 SCAR Standing Scientific Groups; Highlights, Progress and Plans:
  - 3.3.1 SSG on Geosciences (Capra)
  - 3.3.2 SSG on Life Sciences (Convey)
  - 3.3.3 SSG on Physical Sciences (Candidi)
  - 3.3.4 IPY Legacy – observing systems (Summerhayes)
  - 3.3.5 SSG Strategic Vision (Capra, Convey, Candidi)
  - 3.3.6 Functioning and Leadership of SSGs (Kennicutt)
  - 3.3.7 Job descriptions of Chief Officers (Summerhayes)
  - 3.3.8 The Future of SSGs (Marensi)
- 3.4 SCAR Scientific Research Programmes and Programme Planning Groups: Highlights, Progress and Plans:
  - 3.4.1 Antarctic Climate Evolution (ACE)(Capra)
  - 3.4.2 Antarctica and the Global Climate System (AGCS)(Candidi)
  - 3.4.3 Evolution and Biodiversity in the Antarctic (EBA)(Convey)
  - 3.4.4 Interhemispheric Conjugacy Effects in Solar-Terrestrial and Aeronomy Research (ICESTAR)(Candidi)
  - 3.4.5 Subglacial Antarctic Lake Environments (SALE)(Kennicutt)
  - 3.4.6 Astronomy and Astrophysics from Antarctica (AAA)(Candidi)
  - 3.4.7 Solid Earth Responses and Influences on Cryosphere Evolution (SERCE)(Capra)
  - 3.4.8 Strategic Thinking on SRPs (Marensi)

**1300 Lunch**

**1400**

**3. Science (cont.) (1400-1700)**

**1600 Tea/Coffee**

**1615**

**3. Science (cont.) (1400-1700)**

**1700**

6.3 Interactions with COMNAP (prior to morning meeting with COMNAP Executive)(Kennicutt)

**1730 Close Meeting**

**Thursday August 6****0800-0930****6.3 (continued) Joint SCAR-COMNAP EXCOMs meeting (Led by Kennicutt)****1030****4. Data & Information (1030- 1230)(Led by Campbell)**

- 4.1 SCADM: Highlights, Strategic Plan (Campbell)
- 4.2 SC-AGI: Highlights and Plans (Sparrow)
- 4.3 SCAR products and Services (Summerhayes)
- 4.4 IPY legacy for data and information management and exchange (Campbell)
- 4.5 Next steps in strategic thinking on data and information management)(Campbell)

**5. Science and Data Partnerships: Highlights, Progress and Plans (1230-1300)(Led by Summerhayes)****1300 Lunch****1400****6. Antarctic Treaty Organisations: Progress and Plans (1400-1600)(Led by Chown)**

- 6.1 CCAMLR (Chown)
- 6.2 ATCM/CEP (Chown)
- 6.3 COMNAP (dealt with above)
- 6.4 Other interactions (e.g. ACAP, IUCN)(Chown)
- 6.5 Putting the S back into SC-ATS (Chown)

**1600 Tea/Coffee****1615****7. Capacity Building, Education and Training: Progress and Plans (1615-1645)(Led by Ravindra)**

- 7.1 Fellowship programme (Sparrow)
- 7.2 CBET Committee and Future Plans for CBET (Ravindra)
- 7.3 Martha Muse Award (Sparrow)
- 7.4 Strategic discussion on IPY Education legacy (Ravindra)

**8. Outreach and Communication: Progress and Plans (1645-1730) (Led by Meloni)**

- 8.1 History Group (Meloni)
- 8.2 Web Site, Publications etc (Sparrow)
- 8.3 SCAR popular publications (Huiskes)
- 8.4 Strategic discussion on outreach and communication (Meloni)

**1730 Close****1900 SCAR EXCOM Dinner**

Friday August 7

0900

**9. Organisation and Management (0900 to 1030) (Led by Meloni)**

- 9.1 SCAR Medals procedure for 2009 (Meloni)
- 9.2 Revised Rules of Procedure for Subsidiary Groups (Summerhayes)
- 9.3 SCAR's legal and charity status updates (Meloni)
- 9.4 Response to Concerns expressed by delegates (Meloni)
- 9.5 Recruitment of Executive Director (Kennicutt)
- 9.7 Secretariat activity report and plans (Summerhayes)
- 9.8 Efficiency of administrative structures (Kennicutt)

1030 Tea/Coffee/

1045

**11. Finance (1045-1200) (Led by Huiskes)**

- 11.1 Financial statements for 2007/8 (Huiskes)
- 11.2 Secretariat compensation scheme (Huiskes)
- 11.3 SCAR reserve policy (Huiskes)
- 11.4 Budgets for 2009/2010 (Huiskes)
- 11.5 Underspending by SSGs (Huiskes)
- 11.6 Membership of SCAR (Sparrow)
- 11.7 Implementing SCAR's financial strategy (Huiskes)
- 11.8 SCAR Ethics policy (Huiskes)
- 11.9 Improving reporting of finances for delegates (Huiskes)

**10. Major Meetings (1200-1300) (Led by Summerhayes)**

- 10.1 Lessons from XXX SCAR (Summerhayes)
- 10.2 Guidelines for future delegates meetings (Kennicutt)
- 10.3 Guidelines for SCAR meetings (Sparrow)
- 10.4 Progress with XXXI SCAR (Marensi)
- 10.5 Plans for Portland, 2012 (Summerhayes)
- 10.6 A system for in-house management of major meetings (Summerhayes)

1300 Lunch

1400

**12. Review of Progress Against Actions (1400-1430) (Led by Sparrow)**

Review of new Actions (new Item)

**13. Other Business (as needed)**

**9.6 Plans for Strategic Planning 2011-2016 (Led by Kennicutt)**

1600 Coffee/Tea

**1615**

**9.6 Plans for Strategic Planning 2011-1016 (cont.)**(Kennicutt)

**1730 Closure of the Meeting**