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**Scientific Committee on Solar-Terrestrial Physics  
Bureau Meeting, Vienna, Austria  
13 April 2018**

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*The meeting took place at the Austrian Academy of Sciences, Museumzimmer, Dr. Ignaz Seipel-Platz 2, 1010 Vienna, 9:00 – 16:00 h.*

**Attendees:**

**(Present)** Nat Gopalswamy (President) (NG), Franz-Josef Lübken (Vice-President) (FJL), Marianna Shepherd (Scientific Secretary) (MS), Bureau members (in alphabetical order): Vladimir Kuznetsov (IAGA/IUGG) (VK), Aude Chambodut (WDS) (AC), Jorge Chau (URSI) (JC)

**Absentees:** Kyung-Suk Cho (IAU), Takuji Nakamura (COSPAR), Annika Seppälä (SCAR), Prasad Supramanian (IUPAP), Daniel Marsh (IAMAS)

**By invitation:** Katya Georgieva (Co-Chair, VatSITI) (KG).

NOTE 1: For brevity in the following presentation, the names of the contributors to the discussion are according to the abbreviations given in brackets in the list of attendees.

NOTE 2: Materials for the meeting were made available to all Bureau members in the days before the meeting, in particular for the consideration of those who could not attend. The materials include the Agenda, Minutes from last Bureau meeting, Proposal for an Amendment to the Constitution, and Summary of ideas on Future Directions in STP (solar-terrestrial physics) research.

1. Opening remarks by President (NG)

Introductory remarks, summarizing main SCOSTEP's activities since the last Bureau meeting on April 27, 2017: SCOSTEP Visiting Scholarship (SVS), Distinguished Service Awards – 2017, 2nd VarSITI General symposium, Irkutsk, ISWI/SCOSTEP Space Science School, STSC UNCOUOS .

2. Approval of the Agenda: The Agenda was approved.

3. Approval of the minutes of the previous Bureau meeting

4. Introduction of new Bureau members (NG):

Jorge Chau (Leibniz Institute of Atmospheric Physics, Germany) – URSI, replacing Craig Rodger  
Prasad Subramanian (Indian Institute of Science, Education and Research, Pune, India) – IUPAP, replacing Mark Lester;  
Aude Chambodut, Ecole et Observatoire des Sciences de la Terre, Strasbourg, France -  
World Data System

In view of the large number of absentees, FJ proposed that when Bureau members cannot attend meetings they must send somebody to represent them. JC seconds FJ proposal.

NG recommends to contact member organizations and inform them that their respective representative has not attend scheduled meetings and ask for a backup.

FJ it is important for the Bureau members to attend and know what SCOSTEP does. JC points out that URSI for example has very vague idea what the role of the representative should be.

Action: Bureau members who could not attend Bureau meeting to make arrangements so their respective organizations would always be represented at such meetings. To contact member organizations and inform them that their respective representative has not attend scheduled meetings and ask for a backup.

Action: Bureau to provide input to the annual report.

Agenda is approved. Minutes from previous meeting are approved.

5. Discussion on the amendment to the Constitution re the position of Past President  
JC recommended that the Past President should stay only for one term
6. Discussion on possible collaboration with the WDS (World Data Systems) and its representation in the Bureau.

AC points out that although collecting data in various databases is important it is necessary to establish good data management and such databases need be licensed. At present the WDS databases are mostly operational. AC recommends to make the data standard format.

At present the databases generated under the VarSITI are only 'gathering' databases (KG). The possibility for standardizing the VarSITI/SCOSTEP databases as part of the WDS is a long-term project and require further consideration (NG).

#### 7. Status of Secretariat Activities

MS presents the Annual report. NG comments that member organization reports should also be included.

The annual report was sent to Bureau members –

- a) SCOSTEP through Capacity building and VarSITI supported 12 international scientific conferences and The development of 5 databases
- b) SCOSTEP Visiting Scholarship for 2017

Dr. Anil Raghav (India); Ms Sanchita Pal (India); Dr. Uma Das (India); Mr Dupinder Singh (India); Ms Ashna V. Malayil (India); Dr. Tsegaye Kassa (Ethiopia).

#### 8. Annual Financial report for 2017 and current ongoing financial summary (MS).

In view of the varying contributions and outstanding payments – how to deal with members who do not pay (e.g. Brazil, France, Sweden).

Need to get South America involved – e.g. Mexico, COLAGE, Peru (?) (JC can help with that)

Action: NG and FJ to write to these Adherents and state the importance of their participation and subscription.

Action: Financial Committee to examine the financial statements, during the STP14 in Toronto.

## 9. SVS 2018 Report

The SVS budget is \$10,000. Could be increased to \$12,000. The decision should be made on merits. JC asked who decides how many individuals to be supported. Of particular interest is *Eucharía Okoro*, who was given lower marks because there was not position for her in her native country after the SVS tenure. She has also applied to visit a lab in Germany, which was not listed as SVS host.

JC pointed out that the money should not be a problem to grant a SVS, however we need to look for excellence.

It was suggested that we support 5 from Category I and 2 from Category II (FJ to contact Jacoby about Okoro's tenure, KG to discuss with Nicole Vilmer whether *Eucharía Okoro* could be granted SVS. At the end NG proposed to contact Y.Yan and see whether a position could be offered to E. Okoro, outside the SVS program.

10. SCOSTEP Awards: Distinguished Science and Distinguished Yonge Scientists – Prof. Jeffrey Forbes and Dr. Kok Leng Yeo.

Action: To appoint new Awards Committee.

11. SCOSTEP at the UN COPUOS – report by NG (see the annual report. The presentation is also available at the SCOSTEP Website).
12. Constitutional amendments

Following the discussion at the Bureau meeting in Vienna, 29 April 2017, the updated constitution was sent to the SCOSTEP Council for a vote. The Council comprises of all National Adherent Representatives. On paper we have 31 NARs even if they are not regular in paying their dues or are not members (e.g. Greece, Belgium,...) Amendments were approved by 2/3 of the Council.

Action: The Amendments' document to be uploaded on SCOSTEP's website. Also to send a memo to all and inform ISC about the changes.

13. Report on VarSITI (KG)

KG gave a presentation outlining SCOSTEP-related activities in 2017, supported by the VarSITI program. A special attention was given to the support of proposals for the creation of various databases. To date more than 130 databases are accessible through the VarSITI website.

AC pointed out that the creation of new databases is interesting and an important activity, but a difference must be made between creating catalogs and databases. Also a distinction must be made between databases for scientific and practical usage.

The databases can be managed by the SCOSTEP community, but to create a big database it would require a lot of resources. In any case if these databases are to be used by the WDS community they have to be brought to standard format and assigned a *doi* index for standard certified databases.

NG: AC should write a brief description on the WDS for the VarSITI Newsletter.

14. MS reported on the preparation for the STP14. Everything is on track with the organization, but attendance and number of abstracts submitted is less than anticipated. Many requests for full and partial travel support.

15. Next Science Program: NG reports on behalf of Ioannis Daglis (see message from Ioannis to NG). The Committee for Next Scientific Program includes: Ioannis Daglis (Greece) Chair; Daniel Marsh (USA); Loren Chang (Taiwan); Sergio Dasso (Argentina); Sarah Gibson (USA); Katja Matthes (Germany); Dibyendu Nandy (India) ; Vladimir Obridko (Russia); Annika Seppälä(New Zealand) ; Rémi Thiéblemont(France) ; Qiu-Gong Zong (China), and Emilia Kilpua (Finland)

FJ asked NG to send a timeline for the work on the NSP and what the next steps would be.

Action: To report on the NSP at the STP14 by members of the NSP committee, who plan to attend. To send this report to the STP community.

16. NG and KG reported on Closing VarSITI symposium, similar to the final CAWSES Symposium, held in Nagoya in 2013. The host of this symposium is TBD.

Action: The VarSITI Steering Committee to make decision on the venue during the STP14 symposium in Toronto. To explore the possibility for a special issue with publications highlighting the legacy of VarSITI.

17. Reports from SCOSTEP's participating bodies

- a. Vladimir Kuznetsov – IUGG/IAGA
- b. Jorge Chau – URSI
- c. Aude Charbodut – WDS Office in Tokyo

Action: Ask the other Bureau members for reports on their respective organizations.

Meeting adjourned.