



Scientific Committee on Solar-Terrestrial Physics
21 December 2023 – 1300-1600 UT via online (zoom)

Bureau Meeting Minutes: approved by the Bureau on 02 July 2024

Attendees: Kazuo Shiokawa (President), Bernd Funke (Vice President), Nat Gopalswamy (Past President), Peter Pilewskie (IAMAS), Jorge Chau (URSI), Yoshizumi Miyoshi (COSPAR), Valery Nakariakov (IAU), Cristina Mandrini (IUPAP), Lucilla Alfonsi (SCAR), Renata Lukianova (IAGA), and Mamoru Ishii (WDS)

Non attendee: Keith Groves (Scientific Secretary)

Note: All the Bureau members are attended. Thus, a majority quorum was achieved.

Opening remarks by President (Kazuo Shiokawa)

The meeting was opened with a welcome from Kazuo. A new member from IUPAP, Cristina Mandrini, was introduced. Kazuo showed the agenda of the meeting, which contains 10 discussion items and 11 report items. He estimated the meeting to last approximately 3 hours.

1. Approval of the Minutes from the last Bureau Meeting (held on 26 October 2023).

Kazuo provided a copy of the 26 October 2023 Bureau minutes in advance of the current meeting. He invited discussion of the minutes, but no discussion/correction was proposed. Nat then moved to approve the minutes and Jorge Chau (Koki) seconded. The minutes were then unanimously approved by all the Bureau members.

2. Action Items

Updates of the action items from the last Bureau meeting on 26 October 2023 are reviewed, as shown in Table 1. “Done” marks indicate the items that have been completed.

Table 1: Update of Action Items

Summary of Action Items from 26 October 2023 Bureau Meeting			
Action Items defined during the meeting are shown with the responsible member for the action			
P: President, VP: Vice President, PP: Past President, SS: Scientific Secretary, B: Bureau Members; others will be identified by name.			
			SDR selection
Action	1	done	P Ask 14 National Adherent Representatives which do not have current SDRs from their countries/regions to nominate SDR candidates

Action 2		SS	make votes by Bureau members to select SDRs to adjust imbalance of the SDRs
			Re-consideration of the possible constitution amendment and/or bylaw to ensure that the president and vice-president collectively represent the solar-terrestrial community.
Action 3	done	P, VP, SS	create a draft of the possible constitution amendment and/or bylaw to ensure that the president and vice-president collectively represent the solar-terrestrial community.
			Committee Renewals
Action 4		P, SS	Renew Award Nomination committee for 2024-2027
Action 5	done	P, SS	Renew Finance Committee for 2023-2027
Action 6		P, SS	Renew SVS committee for 2024-2027
Action 7	done	P, SS	Renew Membership Committee for 2023-2027
			Membership Committee
Action 8		P, VP, SS, All	Continue encouraging membership applications
			annual fee unbalance issue
Action 9	done	P	send an e-mail to high GDP country for possible raise of the annual fee (comment during SCOSTEP General Council on 14 July 2023)
			Next Science Program (NSP) committee formation
Action 10		P, VP	Dec. 31: Nomination of the candidates of the NSP committee
Action 11		P, VP	Jan. 31: Finishing the NSP committee member selection and start discussion
Action 12		P, VP	Jan.15: deadline of ISEE workshop application for 2024
Action 13		P, VP	Jan. 31: application to ISSI forum for 2024
Action 14		P, VP	Feb., 2024: first online NSP meeting, asking white papers on idea
Action 15		P, VP	June 2024: first face-to-face NSP meeting in Europe or in Japan
Action 16		P, VP	November 2024: 2nd face-to-face NSP meeting in Europe or in Japan
Action 17		P, VP	December 2024: summarizing the white paper of the next program
			STP-16 preparation
Action 18		P	list up possible season/month/date in 2026 at the next Bureau and discuss it with LOC
			Fellow Procedures
Action 19		SS, P	SCOSTEP Fellows 2023 awarding procedure (medal/award letter and Award ceremony)
			WMO-ISES-COSPAR Space Weather Forum
Action 20	done	P	short report to the newsletter
			PRESTO updates
Action 21	done	P, SS	schedule next PRESTO steering committee meeting in September
Action 22		P, SS	plan the final PRESTO meeting in fall 2024

			SCOSTEP comic book updates
Action 23		P, SS	print new comic books for distribution at UNCOPUOS STSC in February 2024
			Next Bureau meeting
Action 24	done	P, VP, SS	Schedule next Bureau meeting
			Others
Action 25	done	SS, P	prepare draft minutes of the Bureau meeting of 26 October 2023 and send it to the Bureau for their check

3. Letter from National Adherent Representatives: SDR balance issue

After the SCOSTEP General Council Meeting on July 14, 2023, in Berlin, Germany, Kazuo received a letter from 18 National Adherent Representatives (NARs) of SCOSTEP, pointing out the imbalance of scientific disciplines in the current list of Scientific Discipline Representatives (SDRs) and lack of SDRs from many National Adherents. After the Bureau meeting on 26 October 2023, the Bureau asked the 14 National Adherent Representatives which do not have current SDRs from their countries/regions to nominate SDR candidates. The latest list of suggested candidates was discussed. The Bureau decided that Poland, Australia, and Canada will take two SDRs each, because they are in a high membership category. The candidates suggested by Rwanda, Australia (two candidates), Canada (two candidates), New Zealand, Georgia, and Slovakia were approved to be the new SDR candidates.

As the next steps, the Bureau decided the following procedures.

1. Ask the remaining two countries (Egypt and Hungary) which did not suggest SDR candidates, to suggest the SDR candidates. Ask Poland to suggest one more candidate.
2. After completing the candidate list of the remaining countries, the Bureau members will vote one candidate per country/region.
3. After the selection (by voting) of new SDR candidates, the President will send invitation to the candidates to be the SDR.

4. Letter from National Adherent Representatives: Officer nomination committee

The above letter from the 18 NARs also suggested to make amendment of the SCOSTEP constitution and/or create an election bylaw to ensure that the President and Vice President of SCOSTEP collectively represent the solar-terrestrial community. According to the discussion on 26 October 2023 Bureau, SCOSTEP officers (Kazuo, Bernd Funke, Vice President, and Keith Groves, Scientific Secretary) prepared a draft of the by-laws for the SCOSTEP Officer Nomination Committee to ensure sufficient nominations of candidates for the SCOSTEP Officers, namely, President and Vice President. The proposed by-laws are approved by the Bureau. The officer nomination committee members will be discussed at the next Bureau.

5. Committee for the Next Scientific Program Definition

The current PRESTO program will end in 2024. In order to initiate the next scientific program of SCOSTEP, the next scientific program (NSP) committee should be formed in 2024. The procedures that defined the current PRESTO program (2020-2024) were reviewed. As discussed at the

previous Bureau meeting, a possible timeline was discussed with forming the NSP committee by the end of January 2024 and having two meetings in 2024. Then, the candidates of the chair of the committee were discussed, considering the current SDRs and active scientists in solar-terrestrial physics, and a short list of the candidates was created. Kazuo will invite specific candidates to act as the chair of the NSP committee. When the committee chair is fixed, the committee members will be discussed with the chair, considering the balance of gender, discipline, and country/region.

6. New committee member selection

Kazuo reported that the new Finance Committee members, Bernd Funke and Peter Pilewskie, were approved by the Council by e-mail at the end of November 2023. Then, Kazuo reviewed the results of the invitation to the members of the SCOSTEP's Award Nomination Committee and SVS Selection Committee. Out of seven Award Nomination Committee members of the last 4-year term of 2019-2023, three members declined to continue, and the other four members agreed to serve for another 4 years. Three alternative members were suggested by the Bureau. Kazuo will send invitations to the three candidates. For the SVS Selection Committee, all seven members agreed to continue for the next 4-year term of 2024-2027, though the chair of the last 4-year term declined to act as the chair for the next term. Kazuo will ask an alternative from the existing members to chair the committee.

7. Membership application from Italy

Application to SCOSTEP membership (category II) was submitted from Italy with the National Adherent candidate as the Istituto Nazionale di Geofisica e Vulcanologia (INGV) and the National Adherent Representative candidate of Lucilla Alfonsi. The Bureau has approved this application to transfer to the SCOSTEP Council for their final approval.

8. STP-16 preparation updates

The next Solar-Terrestrial Physics symposium (STP-16) venue was decided to be in Greece in 2026. Kazuo reported a short zoom discussion with the LOC on 11 December 2023. The venue and dates of the symposium are under investigation. The first week of June or September 2026 are most likely. The topic of STP-16 will be the SCOSTEP new program after PRESTO. The LOC proposed to have a 1-2-day school before the symposium for students and young scientists. It will be supported as a capacity building activity of SCOSTEP.

9. Budget

Kazuo presented the Closing Statement 2021-2023 for SCOSTEP as of 21 December 2023, provided by the SCOSTEP Secretariat. SCOSTEP is in good financial order, i.e., steady flow of income, stable and anticipated expenses, and cash balance is decreasing to expend surplus accrued during pandemic. Membership fees are on track. We anticipate an additional \$15,000 in revenue by end of year.

The presentation continued with the SCOSTEP estimated budgets for 2023, actual budget for 2023, and estimated budget for 2024. Bureau agreed to add \$20,000 to support the activities of the NSP committee in 2024.

Then current status of membership fee payment was reviewed. There are 13 National Adherents that paid their annual membership fee after 30 June 2023.

10. Membership committee report

Mamoru Ishii (chair of the membership committee) briefly reviewed the list of identified countries with solar-terrestrial activities with possible contact person for membership invitation. Efforts to invite additional nations to join SCOSTEP should be continued through this committee. It is noted that a SCOSTEP membership flyer is available on the SCOSTEP website at <https://scostep.org/membership/>.

Up to this point, the 10 discussion items are finished. Then, Kazuo browsed the 11 report items, particularly updates from the previous Bureau on 26 October 2023, as below.

11. Membership fee for high-GDP countries

Kazuo has asked a possible increase of the annual fee to high-GDP member countries, based on comments during SCOSTEP General Council on 14 July 2023.

12. SCOSTEP Fellow nomination updates

SCOSTEP has appointed two Fellows in 2023, i.e., Nat Gopalswamy, and Eugene Rozanov, based on the nomination from the community and selection by the Award Selection Committee. The citation will be in the SCOSTEP/PRESTO newsletter published in January 2024. An online award seminar will also be held and the Fellows' names will be listed on the SCOSTEP website.

13. Scientific Secretary (SS) office updates

Kazuo explained the SS office updates provided by Keith. There are no major changes on SS office.

14. Updates from participating bodies (COSPAR, IAGA, IAMAS, IAU, IUPAP, URSI, WDS)

The eight liaison members and their term were reviewed. IAGA officially approved the resolution recommended by SCOSTEP at Berlin on July 2023. The resolution (Sharing geomagnetic field data across borders) is on the web of IAGA. WDS noted the International Space Data Symposium in Japan and a renewal of the officer. SCAR reported that the program "Antarctic Geospace and Atmosphere Research" (AGATA) Program Planning Group submitted the proposal to SCAR and received comments from SCAR. Hopefully AGATA will start late 2024 over 4 year + 4 years.

15. Updates of ISC, UN_STSC, UN_COPUOS, and ISWI activities

The International Science Council (ISC) has recently been invited to become part of a network of scientific organizations that will support the newly established UN Secretary-General's Scientific Advisory Board (SAB). SCOSTEP should send a comment to introduce the PRESTO program to SAB as a key issue in science that the SAB should consider for 2024.

The 61st session of the Scientific and Technical Subcommittee (STSC) of the United Nations Committee on the Peaceful Uses of Outer Space (UNCOPUOS) will be held from Jan 29-Feb 9, 2024, in Vienna, Austria. Nat, Mamoru, and Kazuo joined this meeting. Kazuo will ask SCOSTEP's technical presentation at this meeting to UN-COPUOS.

International Space Weather Initiative (ISWI) activities related to SCOSTEP were browsed. A School and an African Geophysical Society (AGS) conference were held in Zambia on 26-30 September and 2-4 October 2023. The International Colloquium on Equatorial and Low Latitude Ionosphere (ICELLI) was held on 4-8 September 2023 in Nigeria. A COSPAR school was also planned, but the date is not yet fixed. In the future, a COSPAR Capacity Building workshop will be held in Uzbekistan on 26- August 2024. During the UN-COPUOUS STSC meeting in Vienna, an ISWI Sensor Exhibition will be held 5-9 February 2024. Two other meetings are planned in 2024 (IAU Klakow Poland, May 2024 and the ISWI-UN Workshop in Germany on 10-14 June 2024). An ISWI School is planned in Nepal for September 2024.

16. PRESTO updates

The activities of three Pillars of PRESTO were reviewed based on reports from the Pillar co-leaders during the PRESTO Steering Committee meeting on 15 December 2023. A Pillar 1-related small meeting is under consideration in 2024. In COSPAR 2024 in Korea, there are two Pillar-1 sessions and three Pillar-2 sessions. Related to Pillar 2, the activities of an ISSI team of low-latitude ionosphere/atmosphere are on-going. As for Pillar 3, the TSIS mission is on-going, and TSIS-2 is being planned for 2027. Pillar-3 related solar irradiance sessions will be held in EGU (Vienna in April, 2024) and at an IAU meeting (South Africa in August, 2024). A Sun-Climate symposium related to Pillar 3 was held in October 16-20, 2023, in Arizona, US, and next one will be held in Fairbanks, Alaska, June 2025. The CMIP-7 solar-forcing working group has published a paper in GMD. A review paper on solar cycle prediction was published in JASTP special issue of STP-15. Two ISSI teams were on-going in 2023. The Pillar 3 working group of Solar Orbiter Remote Sensing Science - Dynamo and Solar Cycle is on-going.

Online seminars, quarterly newsletters, 7 meetings and 2 database constructions were held in 2023. PRESTO ends at the end of 2024. A big PRESTO meeting will be planned in 2024 to summarize the PRESTO outputs.

17. School activities supported by SCOSTEP

Four schools in Spain (26-30 June 2023), China (14-23 September 2023), Zambia (26-20 September 2023), and Nigeria (9–20 October 2023) were supported by SCOSTEP in 2023. Two schools in Germany (6-8 September 2024) and Guinea (14-25 October 2024) will be supported by SCOSTEP in 2024.

18. SCOSTEP online capacity building lectures

Two new lectures in July and September 2023. More will happen in 2024.

19. SCOSTEP Visiting Scholar (SVS) updates

SVS program is on-going in 2023. Fifteen students are supported. The call for SVS 2024 has been made with an application deadline of February 15, 2024.

20. SCOSTEP comic book updates

A new comic book on Space Weather has been released based on the PBASE program in Japan in collaboration with the Institute for Space-Earth Environmental Research, Nagoya University, Japan. Total ten comic books are opened on the SCOSTEP website. Bubble version of this new comic book was also provided to SCOSTEP for translation to other languages.

21. Other topic

Kazuo noted that the next Bureau will be sometime in January-June 2024 via online, or hybrid at COSPAR2024 in Korea on 13-21 July 2024. Jorge Chau noted that Kazuo and Bernd should make opportunities to meet with Bureau members in person when they join meetings, such as AGU, EGU, COSPAR, etc. Finally, Kazuo thanked all the Bureau members for attending this meeting and for their continued support for SCOSTEP.

The following action items were captured during this 21 December 2023 Bureau Meeting

Table 2. Action Items from the 21 December 2023 Bureau

Action Items defined during the meeting are shown with the responsible member for the action			
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			SDR selection
Action	1	P, SS	Ask additional candidates for remaining countries and make votes by Bureau members to select new SDRs to adjust imbalance of the SDRs
			Committee Renewals
Action	2	P, SS	Renew the Award Nomination committee for 2024-2027
Action	3	P, SS	Renew the chair of the SVS committee for 2024-2027
			Membership Committee
Action	4	P	Refer the application from Italy to the SCOSTEP Council for their approval
			Next Science Program (NSP) committee formation
Action	5	P, VP	Dec. 31: Contacting candidate of the NSP committee chair
Action	6	P, VP	Jan. 31: Finishing the NSP committee member selection and start discussion
Action	7	P, VP	ISEE workshop application (deadline: Jan.15, 2024) for 2024
Action	8	P, VP	Application to ISSI forum for 2024
Action	9	P, VP	Feb., 2024: first online NSP meeting, asking white papers on concepts
Action	10	P, VP	June 2024: first face-to-face NSP meeting in Japan
Action	11	P, VP	November 2024: 2nd face-to-face NSP meeting in ISSI, Bern
Action	12	P, VP	December 2024: summarizing the white paper of the next program
			Budget
Action	13	SS	Prepare invoice for the annual fee 2024

Action	14	SS, VP	Finance committee audit for 2023 budget
			STP-16 preparation
Action	15	P	Update of the STP-16 preparation
			Award
Action	16	P	Prepare announcement for SCOSTEP 2024 Awards and start nomination with the Award Nomination Committee
			Fellow Procedures
Action	17	SS, P	Prepare SCOSTEP Fellows 2023 award ceremony and seminar
			PRESTO updates
Action	18	P, SS	Compilation of application to PRESTO grant 2024 after the deadline of 22 December 2023 and selection by PRESTO officers
Action	19	P,	Next PRESTO Steering Committee meeting on January 2024
Action	20	P, SS	Plan the final PRESTO meeting in fall 2024
			SVS program 2024
Action	21	P, SS	Summarize SVS application after 15 February 2024 and ask selection to the SVS Selection Committee
			UN COPUOS STSC
Action	22	P	Apply to the UN COPUOS STSC for SCOSTEP Presentation
			SCOSTEP comic book updates
Action	23	SS	Print new comic books for distribution at UNCOPUOS STSC in February 2024
			Next Bureau meeting
Action	24	P, VP, SS	Schedule the next Bureau meeting
			Others
Action	25	SS, P	Prepare draft minutes of the Bureau meeting of 21 December 2023 and send to the Bureau for approval