



**Scientific Committee on Solar-Terrestrial Physics**  
**2 July 2024 – 1300-1600 UT via online (zoom)**

**Bureau Meeting Minutes: approved by the Bureau on 03 December 2024**

**Attendees (Bureau members):** 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), Mamoru Ishii (WDS), and Keith Groves (Scientific Secretary)

**Attendees (non-Bureau members):** Ramon Lopez (PRESTO chair) and Odele Coddington (PRESTO co-chair) only for the PRESTO part of the meeting

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. Kazuo showed the agenda of the meeting, which contains 7 discussion items and 12 report items. He estimated the meeting to last approximately 3 hours.

**1. Approval of the Minutes from the last Bureau Meeting (held on 21 December 2023).**

Kazuo provided a copy of the 21 December 2023 Bureau minutes in advance of the current meeting on 11 June 2023. 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 21 December 2023 are reviewed, as shown in Table 1. “Done” marks indicate the items that have been completed.

**Table 1: Update of Action Items**

<b>Action Items defined during the meeting are shown with the responsible member for the action</b>				
<b>P: President, VP: Vice President, PP: Past President, SS: Scientific Secretary, B: Bureau Members; others will be identified by name.</b>				
<b>SDR selection</b>				
Action	1	On going	P, SS	Ask additional candidates for remaining countries and make votes by Bureau members to select new SDRs to adjust imbalance of the SDRs

<b>Committee Renewals</b>				
Action	2	Done	P, SS	Renew the Award Nomination committee for 2024-2027
Action	3	Done	P, SS	Renew the chair of the SVS committee for 2024-2027
<b>Membership Committee</b>				
Action	4	Done	P	Refer the application from Italy to the SCOSTEP Council for their approval
<b>Next Science Program (NSP) committee formation</b>				
Action	5	Done	P, VP	Dec. 31: Contacting candidate of the NSP committee chair
Action	6	Done	P, VP	Jan. 31: Finishing the NSP committee member selection and start discussion
Action	7	Done	P, VP	ISEE workshop application (deadline: Jan.15, 2024) for 2024
Action	8	Done	P, VP	Application to ISSI forum for 2024
Action	9	Done	P, VP	Feb., 2024: first online NSP meeting, asking white papers on concepts
Action	10	Done	P, VP	June 2024: first face-to-face NSP meeting in Japan
Action	11		P, VP	October 2024: 2nd face-to-face NSP meeting in ISSI, Bern
Action	12		P, VP	December 2024: summarizing the white paper of the next program
<b>Budget</b>				
Action	13	Done	SS	Prepare invoice for the annual fee 2024
Action	14	Done	SS, VP	Finance committee audit for 2023 budget
<b>STP-16 preparation</b>				
Action	15		P	Update of the STP-16 preparation
Action	16	Done	P	Prepare announcement for SCOSTEP 2024 Awards and start nomination with the Award Nomination Committee
<b>Fellow Procedures</b>				
Action	17	Done	SS, P	Prepare SCOSTEP Fellows 2023 award ceremony and seminar
<b>PRESTO updates</b>				
Action	18	Done	P, SS	Compilation of application to PRESTO grant 2024 after the deadline of 22 December 2023 and selection by PRESTO officers
Action	19	Done	P,	Next PRESTO Steering Committee meeting on January 2024
Action	20	On going	P, SS	Plan the final PRESTO meeting in fall 2024
<b>SVS program 2024</b>				
Action	21	Done	P, SS	Summarize SVS application after 15 February 2024 and ask selection to the SVS Selection Committee
<b>UN COPUOS STSC</b>				
Action	22	Done	P	Apply to the UN COPUOS STSC for SCOSTEP Presentation
<b>SCOSTEP comic book updates</b>				
Action	23	Done	SS	Print new comic books for distribution at UNCOPUOS STSC in February 2024
<b>Next Bureau meeting</b>				

Action	24	Done	P, VP, SS	Schedule the next Bureau meeting
<b>Others</b>				
Action	25	Done	SS, P	Prepare draft minutes of the Bureau meeting of 21 December 2023 and send to the Bureau for approval

### 3. PRESTO updates

Ramon Lopez introduced the updates of the PRESTO activity. PRESTO focuses on predictability. Ramon reviewed 3 pillars and leaders, etc. Final PRESTO Workshop to be held at Mackenzie University in Brazil which has a good metro access, inexpensive hotels conducted in conjunction with a space weather school. The auditorium is not available the last day so INPE will host in San Jose dos Campos (~100 km away); bus transportation will be arranged. Pillar updates were also provided as below.

- a. Pillar 1. Two sessions planned at COSPAR2024. A small meeting is planned in Helsinki.
- b. Pillar 2 Three sessions planned at COSPAR2024. An ISSI team is on-going. A workshop on Space Weather Science was held in PRL, India with about 300 student participants.
- c. Pillar 3 (reviewed by Odele Coddington); A big meeting, 9<sup>th</sup> Int'l HEPPA-SOLARIS meeting and other meetings were held. Supported 10 scientists to attend Sun-Climate Symposium in the USA. TSIS-1 mission is on-going. TSIS-2 launch is planned for 2025. Active work in solar physics, review paper in solar cycle prediction, outcome of STP-15 and two ISSI activities are on-going.
- d. New L1 solar mission (Aditya-L1, India) was launched in 2023. Chinese solar mission (ASO-S) was launched in 2022.
- e. Each Pillar has \$5K for their own meetings. Pillar 3 will use it to support early career scientists to the HEPPA-SOLARIS meeting (sun-climate); Pillar 1 planning to use for a meeting in Helsinki.
- f. Online seminar activities were summarized. Nat Gopalswamy will give the latest online seminar.
- g. Newsletter volumes 37-39 were summarized.
- h. Meeting Support: 19 meetings supported are supported in 2024. This indicates a big increase relative to last years of post-covid19 pandemic.
- i. Database Projects: 4 projects were supported.

Question arises regarding strategic approach by PRESTO officers to supporting meetings, and whether the approach should be to fund fewer meetings at a higher rate, or many meetings at a low rate. R. Lopez indicated that PRESTO chose to support many meetings to have a presence rather than to refuse support. Criterium was basically how well the proposed activity fit PRESTO goals. Meetings were ranked by officers. O. Coddington noted that compared to previous years the number of meeting proposals was higher for 2024. Bureau may wish to consider increased support during “unusual” years, adjust budget to accommodate more proposals.

#### **4. Letter from National Adherent Representatives: SDR balance issue**

Kazuo reviewed the current status of this issue. The letter from the 18 National Adherent Representatives (NARs) of SCOSTEP in August 2023 pointed out the imbalance of scientific disciplines in the current list of Scientific Discipline Representatives (SDRs) and lack of SDRs from many National Adherents. The Bureau listed candidates from 14 National Adherent Representatives, which do not have current SDRs from their countries/regions, to nominate SDR candidates with considering the imbalance. The vote is on-going by the Bureau members to decide the final SDR candidates. Bureau confirmed that after finishing the vote, Kazuo will send invitation to the SDR candidates to be the new SDRs.

#### **5. SCOSTEP Officer Nomination Committee for President/Vice President election**

In the last Bureau meeting, the Bureau approved the by-laws for the SCOSTEP Officer Nomination Committee (ONC) to ensure sufficient nominations of candidates for the SCOSTEP Officers, namely, President and Vice President. The candidates of ONC members were listed. Kazuo will send reminder to the Bureau members to list more candidates for the ONC after the Bureau meeting. The discussion will be continued to the next Bureau meeting.

#### **6. Budget**

Keith presented the closing statement of 2022, and 2023 of SCOSTEP Budget and the statement up to 30 June 2024, and then, SCOSTEP budget details 2024 (expected & actual) and planned 2025. Current list of membership fees for all National Adherents are also reviewed. A comment comes that previously SCOSTEP maintained about \$100K, relative to \$380K now; unless we have specific strategic investments, how much should we be spending and sustaining? It was suggested that 1-2 years of annual operating costs should be kept in reserve; Next Scientific Program (NSP) is a good place to invest. “Pillar” officers some resources to steer activity would be good. It was suggested that implementing plan to taper budget to ~\$200K over next ~6 years. A committee may work to give serious consideration to strategic investment for how to invest funds appropriately. CD is to generate income and can be accessed each February if necessary.

Regarding the 2025 budget, Kazuo suggests that NSP will begin in 2026, not 2025 and 2025 to be a transition year, or 1-year extension for PRESTO. 2026 is the year of STP-16 in June, and thus it is a good time to start the new program. Sizable budget will be needed in 2026 to launch the new program.

As for the Membership Dues, we are awaiting 2024 dues from all but three nations.

#### **7. 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. A SCOSTEP membership flyer is available on the SCOSTEP website at <https://scostep.org/membership/>.

Up to this point, the 7 discussion items are finished. Then, Bureau browsed the 12 report items, particularly updates from the previous Bureau on 21 December 2023, as below.

## **8. Updates from participating bodies (COSPAR, IAGA, IAMAS, IAU, IUPAP, SCAR, URSI, WDS)**

**COSPAR** (Y. Miyoshi): COSPAR General Assembly in Korea in July 2024. Smallsat satellite roadmap (2019), now first satellite, CubeSat-1; Center of Excellence for CubeSat Tech in May 2024 at LASP, USA. COSPAR Panel on Space Weather (PSW) is an international resource. Many CIR members (industries that have joined COSPAR), now participate on COSPAR scientific program.

**IAGA** (R. Lukianova): next IAGA/IASPEI general assembly meeting will be held in September 2025 in Lisbon, Portugal, with an abstract call in October 2024. SCOSTEP can propose invited speakers.

**IAMAS** (P. Pillewskie): International Radiation Commission (IRC) triennial symposium last week in China, resounding success with more than 300 participants. IRC is most closely associated with SCOSTEP science disciplines. Odele is the head of solar radiance working group that is part of IRC. Schedule is back on regular cadence.

**IAU** (Valery Nakariakov): Nothing to report

**IUPAP** (Cristina Mandrini): Commission 4 related to SCOSTEP will be held in 23-27 Sept 2024, registration is open for Cosmic Ray Symposium in Russia. IUPAP is preparing for 39th ICRC to be held in Geneva in 2025.

**SCAR** (L. Alfonsi): Crucial time for AGATA approval is in Aug 2024 which is the only scientific program being proposed. AGATA aims to provide common platform for lower atmosphere to ionosphere at high latitudes critical to space weather. SCAR represents all scientific disciplines; some delegates are not experts in SCOSTEP science. Thus, it is important to inform them about STP science, and it is encouraged to contact/encourage SCAR delegates, particularly those who are not informed about STP. If approved, AGATA will be 4 scientific program approved under SCAR and will last 8 years approaching IPY (2032).

**URSI** (J. Chau): upcoming radar/lidar school at Leibniz Institute, 25 students in school; workshop registrations ~100-125, supporting close to 35 people from developing countries (South America, Africa, Southeast Asia).

**WDS** (Mamoru Ishii): two new members selected to WDS-Scientific Committee (J. Kool, and D. Madalli). Mamoru is still in WDS Scientific Committee. WDS has two types of survey related to data repository. 1) Subcommittee on Standards & Certifications and 2) Value Narratives Delphi Study DRIVR (Data Repo Investment, Value & Relevance). These are the primary focus areas of WDS.

## **9. SCOSTEP committee member updates**

Some numbers and the chair of previous members were replaced in the Award Nomination Committee. The chair of the SVS selection committee has been changed.

## **10. SCOSTEP Award 2024**

Many candidates for distinguished scientist award and young scientist award were nominated by the deadline of 30 June 2024. The numbers of the candidates are reduced into three each by the Award Nomination Committee and the final selection is on-going by the Award Selection Committee.

### **11. Committee for the Next Scientific Program Definition updates**

The first face-to-face meeting of the Next Scientific Program (NSP) Committee was held at Nagoya, Japan on 18-21 June 2023. The National Institute of Geophysics and Volcanology (INGV), Italy has agreed to host the next meeting in Rome on 14-17 October 2024. The Bureau appreciated Lucilla Alfonsi of INGV for hosting this meeting.

### **12. Scientific Secretary Office updates**

Possibility of moving the SCOSTEP Secretariat was discussed. An important issue of the moving is establishing a 503c (non-profit) organization status at the federal government level. Discussion will continue.

### **13. STP-16 preparation updates**

The next Solar-Terrestrial Physics symposium (STP-16) venue was decided to be held in Greece. In discussion with the local organizer, Dr. Ioannis Dagleis and Kazuo, it was decided to be held at Thessaloniki, Greece, during the first week of June 2026. Details of the venue will be decided later.

### **14. Updates of ISC, UN\_STSC, UN\_COPUOS, and ISWI activities**

Regarding the International Science Council (ISC), the 3rd ISC General Assembly will be held in 26-30 January 2025 in Oman Convention & Exhibition Centre, Muscat, Oman. A session between all Affiliated bodies with ISC will be held during the Assembly to discuss the evolving scientific priorities and landscape and explore opportunities for collaboration between/across the ISC and Affiliated bodies.

Regarding United Nations Committee on the Peaceful Uses of Outer Space (UNCOPUOS), the 67th session of COPUOS was held from 19 to 28 June 2024 in Vienna, Austria, though SCOSTEP did not make presentation. The 62th session of the Scientific and Technical Subcommittee (STSC) of UNCOPUOS must be held in early 2025, but the date is not clear yet.

Regarding the ISWI activities, an ISWI-UN workshop hosted by DLR in Germany on 10-14 June 2024. An ISWI school will be held in 16-20 September 2024 in Kathmandu, Nepal. Collaboration with SCOSTEP was discussed.

### **15. 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. In addition, five schools are also supported as PRESTO-related activities in 2024.

### **16. SCOSTEP online capacity building lectures**

The current status of the lectures was reviewed. One new lecture was held in 25 January 2024.

### **17. SCOSTEP Visiting Scholar (SVS) updates**

The call for SVS 2024 has been made with an application deadline of February 15, 2024. Nineteen proposals were approved as the SVS program in 2024 by the SVS Selection Committee.

### 18. SCOSTEP comic book updates

A new comic book on Space Weather has been released in 2023. Total ten comic books are opened on the SCOSTEP website. Three hundred copies of the comic books were distributed at the UN COPUOUS meeting in Vienna, Austria on February 2024. Bubble version of this new comic book was also provided to SCOSTEP for translation to other languages.

### 19. Other topic

Kazuo noted that the next Bureau will be held sometime in November or December 2024. The next-next Bureau is expected in EGU 2025 as an in-person meeting. 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 2 July 2024 Bureau Meeting

**Table 2. Action Items from the 2 July 2024 Bureau**

<b>Action Items defined during the meeting are shown with the responsible member for the action</b>			
<b>P: President, VP: Vice President, PP: Past President, SS: Scientific Secretary, B: Bureau Members; others will be identified by name.</b>			
<b>SDR selection</b>			
Action	1	P, SS	Ask votes by Bureau members to select new SDRs to adjust imbalance of the SDRs
Action	2	P	invite the candidates to new SDR
<b>Next Science Program (NSP) committee formation</b>			
Action	3	P, VP	October 2024: 2nd face-to-face NSP meeting at INGV, Italy
Action	4	P, VP	December 2024: summarizing the white paper of the next program
<b>Officer Nomination Committee</b>			
Action	5	P	make a list of candidate of ONC
<b>Budget</b>			
Action	6	SS	Prepare invoice for the annual fee 2024
<b>STP-16 preparation</b>			
Action	7	P	Update of the STP-16 preparation
<b>Award</b>			
Action	8	P, VP, SS	Prepare award ceremony and online seminar for SCOSTEP 2024 Awards
<b>Fellow Procedures</b>			
Action	9	SS, P	Announce and Selection of SCOSTEP Fellows 2024
<b>PRESTO updates</b>			
Action	10	P, SS	Plan the final PRESTO meeting in fall 2024
Action	11	P, SS	Call for PRESTO funding 2025

<b>SVS program 2025</b>			
Action	12	P	Announcement of SVS opportunity 2025 on October 1, 2024, with a deadline of 15 February 2025
<b>UN COPUOS STSC</b>			
Action	13	P	Apply to the UN COPUOS STSC for SCOSTEP Presentation
<b>ISC General Assembly</b>			
Action	14	P, VP, SS	Prepare ISC General Assembly on 26-30 Jan 2025 at Muscat, Oman.
<b>SCOSTEP comic book updates</b>			
Action	15	SS	Print new comic books for distribution at UNCOPUOS STSC in February 2025
<b>Next Bureau meeting</b>			
Action	16	SS	Schedule the next Bureau meeting of November 11, or December 2 weeks and Dec.16
Action	17	SS, VP	Schedule the next-next Bureau meeting (in person) at EGU2025 (27 April 27 – 2 May 2025 in Vienna, Austria)
<b>Others</b>			
Action	18	SS, P	Prepare draft minutes of the Bureau meeting of 2 July 2024 and send to the Bureau for approval