

GSICS Executive Panel Meeting

WebEx meeting, 28 January 2015

Participants: Peng Zhang (Chair, CMA), Mitch Goldberg (NOAA), Jim Butler (NASA), Arata Okuyama (JMA), Patrice Henry (CNES), Greg Stensaas (USGS), Larry Flynn (GCC, NOAA), Manik Bali (GCC, Acting GDWG Chair, NOAA), Tim Hewison (GRWG Chair, EUMETSAT), Jérôme Lafeuille (WMO).

1. Review the Terms of Reference of EP, GRWG, GDWG, GCC

Jérôme recalled past discussions and decisions:

- GSICS Implementation Plan (2006),
- Decisions of EP-6 (2009),
- Conclusions of GDWG-GRWG (2014)
- Decisions of EP-15 (2014)

EP:

The ToR and the definition of the role of the EP Chair are up to date. (See: [EP ToR](#)). Tim asked whether chairs should be nominated by the WGs, rather than the EP. The EP encourages proposals from the WGs, and is likely to approve such proposals, however wishes to endorse the nominations in order to confirm the consent of the home organization of the future Chair, and because it is an element of GSICS governance.

GRWG :

The GRWG ToR were adopted by EP-6 in 2009. (See: [GRWG ToR](#)) All items are actually addressed, except maintaining a spreadsheet summarizing the status of research projects supported within GSICS. It is not a priority task but such a summary could be done and provided as an annex to the GRWG report to EP. The role of GRWG Chair was discussed by the Joint GDWG-GRWG meeting and reviewed by the EP (See Annex 4 to the [EP-15 Final Report](#)). Some editing may be necessary to make sure that it is in line with, and not paraphrasing, the GRWG ToR.

GDWG :

The ToR adopted by EP-6 in 2009 (See: [GDWG ToR](#)) are rather generic (data management, formats, archiving, data access). The Role of the GDWG Chair was discussed at the Joint GDWG-GRWG meeting but not finalized, therefore not presented to EP-15.

Jérôme suggests using similar words to the Role of GRWG Chair. He stresses that, like for GRWG, the “Role of the Chair” should not paraphrase the ToR of the group. If the GDWG ToR do not reflect properly the aims of GDWG we should update the ToR rather than specifying a “Role of the GDWG Chair” that would create some discrepancy with the ToR.

GCC ToR

The role of GCC was described in detail in the Implementation Plan, this description is partly obsolete as noted already by EP-6.

Updated ToR were presented at EP-15 and agreed in principle, with the only comment that archiving, data formats and software tools were missing. (See EP-15 Report)

These matters are also addressed by the GDWG, which is expected to work hand in hand with the GCC. Engagement of the GCC and of all GPRCs is equally necessary in the GDWG to ensure that data management practices and standards are agreed, shared and implemented throughout GSICS.

Larry questioned the feasibility of “Run a baseline algorithm”. For Mitch, it is important, not as an operational requirement but as a “validation” capability as part of quality assurance.

In conclusion, we already have a good basis for the ToR and the Chair’s Roles but further actions are recommended:

- **Action 1: Finalize the proposal for updating the GCC ToR (Jérôme and Larry)**
- **Action 2: Edit the GRWG and GDWG Chair’s Roles to avoid duplication with the respective ToR (Jérôme, in consultation with the WG Chairs and GCC)**
- **Action 3: Review the GDWG ToR and propose an update if necessary to better reflect GDWG activities (catalogue, servers, format implementation, visualization tools) and the strong link with GCC activities (Jérôme, Larry, in consultation with the WG Chairs)**

2. GRWG Report

Good progress to report on product development, including first products from some GSICS agencies, progress on solar band calibration, and successful Lunar calibration workshop and “GIRO” implementation.

Need for greater delegation of tasks within WG. Need also greater engagement from members, who should be prepared to dedicate at least 20 days/year to keep things moving efficiently. A GRWG Chair must be designated urgently as the former Vice-Chair was moved to GDWG

- **Action 4: All EP members to seek greater support from their agency to GSICS and to consider a candidate for GRWG chairmanship.**
- **Action 5: EP Chair to request, in his Report to CGMS-43, a request for minimum engagement of members in GSICS working groups (e.g. 20 day/year)**
- **Action 6: Jerome to investigate possibility of WMO funding travel from WG chairs to attend annual meetings, and sending a letter expressing WMO’s commitment for GSICS and calling for engagement of GSICS member agencies.**

3. GDWG Report

Number of activities in progress too, and plans to address important issues e.g. archiving strategy. Need to secure enough human resources, and maintain motivation. A balance is to be found between being prescriptive to get the required actions done, whilst being open to the initiative and creativity of members. The GDWG should ensure that some mandatory tasks are completed (e.g. minimum standards to be adopted to ensure interoperability).

4. Candidate GDWG Chair

At EP-14, Masaya Takahashi had been designated Vice-Chair and was expected to take over as Chair after his one-year visit to EUMETSAT, Peter Miu had volunteered to be Vice-Chair then, to take over in two years. At EP-15, however, Masaya was withdrawn from GDWG and nominated to GRWG. Manik was serving as acting GDWG Chair.

The EP Chair, Peng, suggests that the GDWG be chaired by NOAA. Tim encourages a wider distribution of responsibilities among agencies. Jérôme and Larry support Tim's view noting that NOAA will have a strong role anyway in GDWG matters through the GCC, which is a pivotal member of the GDWG.

Arata indicates that JMA would agree that Masaya takes up GDWG as Co-chair, together with Peter. Tim confirmed the agreement of EUMETSAT on this arrangement, with the understanding that the two Co-chairs would share the work: Pete handling technical aspects (servers, etc.) while Masaya would focus more on coordination with GRWG and GCC, and standards. Manik expressed concerns about splitting coordination responsibilities. Tim suggested assigning each item of the ToR to one Co-Chair. Larry considered that having two Co-Chairs would be roughly equivalent to having one Chair and one Vice-Chair. Jérôme supported this view and wouldn't see difficulty in nominating a Chair permanently delegating part of his tasks to a Vice-Chair.

In conclusion:

- The EP welcomes the offer by JMA and EUMETSAT to propose Masaya and Pete to lead the GDWG, and notes the agreement by JMA and EUMETSAT that each Co-Chair would have sufficient availability in their job to assume their part of the Chair's responsibility;
- The EP requests Masaya and Pete, being jointly in charge of GDWG, to complement each other through a proper repartition of tasks and through full communication among each other, in order to fulfill the duties of GDWG leadership;
- The EP thanks Manik for having acted as interim Chair for more than one year providing an enthusiastic support to GSICS.

5. Other issues

The 16th EP meeting will be in Boulder on 15-16 May 2015, before CGMS-43.

Patrice will attend the next WGCV and could report on GSICS including an update on the list of topics for WGCV-GSICS collaboration, which should be updated by the GRWG Chair.

CNES are preparing workshop on pre-launch characterization, with Albrecht, Bojan, Nigel and Patrice. GSICS could become officially involved through Rose (GRWG/UVSG)

Tim expressed concerns about CNES attendance at VIS-NIR section of GRWG meeting. Patrice hopes they will be able to support more in the future.

GSICS User Workshop will be during the EUMETSAT Conference in Toulouse, in September, as an independent side-session

Peng indicated that a concept of hyperspectral Lunar imager is being developed by CMA.