

Terms of Reference

Ice Core Working Group

April 2024

Preamble

Based on recommendations from a 1986 National Research Council report, the Ice Core Working Group (ICWG) was established to provide the National Science Foundation (NSF) with scientific and technical planning and advice. The ICWG and its parent organizations have evolved over time. The ICWG is currently a working group of the U.S. Ice Drilling Program (IDP), under the coordination of the IDP Science Advisory Board (IDP-SAB). The ICWG focuses on scientific issues pertaining to ice cores, and as such provides direct advice to IDP and a forum to interface with other SAB working groups, as well as providing advice to NSF and the NSF Ice Core Facility (ICF). ICWG members are selected from the scientific community, and will represent the community in all ice coring discussion and planning activities.

ICWG Duties

- The ICWG shall solicit input from the community to identify future ice core drilling sites and ice core science activities for short-term and long-term planning.
- The ICWG shall help form, review, and recommend to SAB and IDP the future science site drilling matrix for the IDP Long Range Science Plan.
- The ICWG may identify and recommend to SAB and IDP new ice coring technology development needed by the community, if any.
- ICWG members agree to make themselves available to provide scientific perspectives and information for activities at the NSF-ICF relating to:
 - Sample allocation
 - Policies on sample acquisition and use of the facility
 - Ice core processing techniques
 - Infrastructure
 - Archiving practice
 - De-accession
- The ICWG may help coordinate international partnering for ice coring projects including IPICS projects.
- ICWG members will engage in discussion with members of other working groups to propagate information about ICWG activities, to learn about activities of other groups, and to foster coordination between the working groups.
- Presentations made at the ICWG meetings shall be posted to the ICWG web site.

ICWG Membership

The ICWG membership will represent a variety of aspects of ice core science. The size of the ICWG should be 7 or 9 members, with no more than 2 members from the same institution in order to provide broad community input. ICWG members will typically serve a standard 5-year term with the term beginning during the first meeting attended. The ICWG may extend individual membership if necessary, although current members should not be re-appointed if new nominees are available. A staggered schedule of retirement and appointment should be maintained to ensure continuity. A Chair will be elected by the ICWG members, and will serve a 3-year term. Each

member will have one vote on decisions by the ICWG. One or more ICWG members will also serve on the SAB, to facilitate liaison with the SAB and IDP.

Election of ICWG members

All members of the U.S. ice coring community are eligible for membership on the ICWG. Nominations (including self-nominations) for new members with specific expertise will be made by the ICWG and also solicited from the community. New members will be determined through a vote on the slate of nominees by the current ICWG, with consideration of commitment, experience, and scientific expertise. In the event of a tie vote the ICWG may either call a revote or let the Chair decide.

Meetings

The ICWG will meet annually, either virtually by zoom or in person if travel and/or meeting expenses are available from the IDP. Preferably, ICWG meetings should alternate between in-person and virtual meetings. ICWG meetings are open to the community except for Executive Sessions. Meetings of opportunity are encouraged and should be planned when possible to minimize travel cost. An appointed member who cannot attend an annual meeting should provide written input to the Chair on topics in the agenda in advance of the meeting; the missing member may not appoint a substitute attendee.

ICWG web site

The ICWG will have a web page within Icedrill.org, which will make ICWG documents and other content available to the community.

Ad hoc Sub-Committees of the ICWG

The ICWG may form and dissolve ad hoc committees as it sees fit. An ad hoc committee may consist of members and non-members as appointed by the ICWG, but there should be at least one ICWG member on the subcommittee. Ad hoc committee meetings will be held either in virtual format or at times of opportunity; there is no IDP travel funding for ad hoc meetings

Sample Allocation Committee

The NSF-ICF Sample Allocation Committee (SAC) was established in 1996 as an ad hoc subcommittee to the ICWG. During the 2024 ICWG Meeting it was decided that all members of the ICWG will serve on the SAC. The SAC will still function as an ad hoc subcommittee to the ICWG, which allows the SAC the flexibility to add non-ICWG members if/when needed.