

Terms of Reference
Science Advisory Board of the Ice Drilling Program Office
5/5/2018

Purpose:

The Science Advisory Board (SAB) provides guidance to the Ice Drilling Program Office (IDPO) to ensure that the IDPO effectively meets the needs of the scientific community. Specifically the SAB will:

- Task working groups to communicate with the science community and identify current and new areas of research that require the use of existing equipment and/or the development of new drilling technologies.
- Synthesize and articulate the visions and requirements of the community to the IDPO and to funding agencies through the Long Range Science Plan. This publically available document, which includes a prioritized 10-year planning matrix, will be updated annually. Updates and news will be communicated to the community through this document, the IDPO Icedrill.news listserve, and the IDPO website (<http://icedrill.org/news/index.shtml>).
- Provide comments and guidance to the IDPO on meeting community goals, and when needed, provide feedback concerning the IDPO activities and responses to community goals.

Membership and Responsibilities:

- The SAB consists of eight active scientists and engineers with expertise covering the range of scientific activities that require scientific ice drilling; members can be from the international community and international scientists can be invited to meetings. SAB members will typically serve one term of four years, although members may be asked to serve additional terms based on community needs. No more than four members shall rotate off the board in a given year. Nominations (including self-nominations) for new members will be solicited from current SAB members and the community. The SAB will ask the Working Groups and the community to nominate potential new members, and the SAB will choose between them with consideration of commitment, experience, scientific expertise and diversity. SAB membership rotations should occur in the late summer or early fall, after the Long Range Science Plan has been finalized for the year, and at a time when field work does not impede communications.
- The SAB will elect a Chairperson from the Board, who will serve for two years. The Chair must have served as a member of the SAB for at least one year. The current SAB Chair will solicit nominees from current SAB members, and will discuss the possibility with potential nominees, in order to determine that at least one nominee would be willing to serve as Chair. The Chair will give the slate of willing nominees to the IDPO Executive Director, who will send the list of willing nominees to current SAB members and ask them to vote. The nominee with the most votes will be the new SAB Chair. Election of the new Chair should occur in the fall, at a time when field work does not impede communications.
- The SAB will meet annually and in person at least every other year, with travel expenses provided by the IDPO. If a SAB member cannot attend, an alternate who is proposed by the SAB

member and approved by the SAB, may attend. The Chairperson, in consultation with Board members and the IDPO Executive Director will determine the meeting agenda. The Chair will communicate with the IDPO throughout the year, and convene SAB teleconferences as needed. A member of the SAB will represent the scientific community at the annual meeting of the IDDO Technical Advisory Board (TAB), with travel supported by the IDPO.

Working Groups:

- The SAB will establish working groups as needed to provide scientific coordination among various communities involved in ice drilling. These may be standing groups or task forces intended to work on a specific issue for a limited period of time. So far the IDPO has three working groups: the Ice Core Working Group (ICWG), a Subglacial Access Working Group (SAWG) and a Borehole Logging Working Group (BLWG). Each working group will have a member on the SAB to facilitate liaison between the Working Group, the SAB and IDPO. The working groups provide for the engagement of specialists and community members from outside the Board to give guidance and advice to the SAB and IDPO, and to provide information exchange and discussion of future scientific endeavors within membership of the working group.