4-30-2019

**Terms of Reference**

Science Advisory Board of the Ice Drilling Program

**Purpose**:

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

* Lead its 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 IDP and to funding agencies through SAB and community input to the IDP 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 IDP Icedrill.news listserve, and the IDP website (http://icedrill.org/news/index.shtml).
* Provide comments and guidance to the IDP on meeting community goals, and when needed, provide feedback concerning the IDP 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; one member may be from the international community. 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 its Working Groups and the community to nominate potential new SAB members, and the SAB will choose between them with consideration of commitment, experience, and scientific expertise. The SAB will incorporate diversity in membership with respect to gender, race, and stage of career. SAB membership rotations occur in September or if a member becomes unable to serve. The SAB will elect a Chairperson from the Board, who will serve for two years. 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. Nominated candidates for Chair must have served as a member of the SAB for at least one year, either currently or previously. The Chair will give the slate of willing nominees to the IDP 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 September.
* The SAB will meet annually, alternating years between virtual and in-person meetings, with travel expenses provided by the IDP. 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 IDP Executive Director will determine the meeting agenda. The Chair will communicate with the IDP throughout the year, and convene SAB teleconferences as needed. A member of the SAB will represent the scientific community at the biennial meeting of the IDP-Wisconsin Technical Advisory Board (TAB), with travel supported by the IDP-Dartmouth.

**Working Groups:**

* The IDP-SAB will establish working groups as needed to provide scientific coordination among various scientific communities whose science depends on ice drilling. These may be standing groups or task forces intended to work on a specific issue for a limited period of time. Currently the IDP supports three working groups: the Ice Core Working Group (IDP-ICWG), the Subglacial Access Working Group (IDP-SAWG) and the Borehole Logging Working Group (IDP-BLWG). Each working group will have an active member who is on the SAB to facilitate liaison between the Working Group and the Board. 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 other elements of IDP, and to provide information exchange and discussion of future scientific endeavors within membership of the working group. Each working group will help cultivate new community leadership for future positions on the SAB. At annual SAB meetings, the SAB will review and identify evolving working group structure and activities.