

Board meeting of SPS-EPS/EAS
Utrecht, 6 November 2000
MINUTES
(08-06-01)

Attendance: A. Hoffmann, M. Karlicky, I. Kim, K.L. Klein, J. Kuijpers, P. Pallé, B. Schmieder, J. Sylwester, N. Vilmer
Invited for point 3: P. Heinzel
Absent: M. Carlsson, B. Fleck, M. Goossens, E. Marsch, G. Poletto,

SPS Board Meeting Agenda

1. Approval of the agenda
2. Minutes from the last board meeting
3. Next Solar Physics Division Meeting (2002)
 - 3.1 European Committee Proposal: news
 - 3.2 Local organization, Funding
 - 3.3 Scientific organization
 - 3.4 Proceedings
4. Financial Matters
5. Web pages
6. Publications from the board in EPS/EAS News letters
7. Information on the space programs related to SPS (ESA selections, news from Europe, the States, Japan, others...)
8. Information from CESRA (workshop announcement, news from the community...)
9. Information from JOSO (news from the community...)
10. Information from SCOSTEP (news from the Long Range Plan Committee,...)
11. Next board meeting in Prague 2001

1 Agenda

We approved the agenda.

2. Minutes from the last meeting.

They were approved with no modifications and can now be found on the SPS web page.

We had a long discussion on whether we should maintain SPS news letters. Several board members argued that we should keep a European letter which could contain e.g. the announcement of European positions, the announcement of European meetings. Axel Hoffmann agrees to send the bulletin and to maintain the list of e-mails which consists of 500 to 600 addresses.

These letters should have a specific scope compared to the other letters like solar mail, SOHO news letters,...It could contain : European job opportunities, European meetings, brief presentation of institutes...This letter could be published on the basis of one letter per month or per two months. It was decided that each board member should prepare something like 10 lines + Web page addresses for their institute or country. This will be published in the successive news letters.

The list of contributors was proposed as follows:

1. I. Kim Solar physics in Russia
2. M. Karlicky “ in Czech republic
3. P. Palle “ in Spain

4. J. Kuijpers “ in the Netherlands
5. N. Vilmer “ in France
6. K.L. Klein CESRA
7. A. Hofmann “ in Germany
8. J. Sylwester “ in Poland
9. B. Schmieder JOSO

3. Next SPM meeting 2002

- **Dates and funding**

The SPM 2002 meeting will be held in Prague from September 9 to September 14 2002. Petr Heinzl informed us that the proposal for funding as a large Euro-conference that was sent in January 2000 to Brussels had been accepted. The contract has been signed by P. Heinzl and we shall get 17000 Euros. This funding is only to support 35 young people from EC countries and associate states. We decided that we should discuss at the next meeting (i.e. in Prague) on how to distribute this EC funding. We also discussed the amount of the registration fees which will constitute a big part of the remaining funding (200 Euros?). This registration fee includes the lunches which is not necessarily the best solution. The board was in favor of a separate registration fee not including the lunches (around 150 and 170 Euros) and of a special offer for lunches. This point is to be discussed again at the next board meeting when the LOC should arrive with new proposals.

The board decided that it should also search for extra funding for helping in particular young people from Russia. We discussed on the possibility to prepare an INTASS proposal.

- **Local organization**

Petr Heinzl and Marian Karlicky informed the board on the way the local organization will be performed. It will be delegated to a private company (ICARIS) who already organized JENAM in Prague. However the final responsibility lies on the LOC. The place of the conference is in the centre of Prague (we now know that it is Hotel Pyramida). The expected number of participants is ~ 300. The board discussed on the number of rooms that are needed for the conference and a final decision will be taken at the next board meeting. Concerning the room(s) for the poster, we want to have all the posters exposed for the whole week (i.e. ~ 150 posters). After discussion, we agreed on the following needs in the conference center:

Space for registration
 Room for plenary session (350 persons)
 Room for poster session (150 posters)
 Room for coffee break
 + Computer room (6 terminals)

We then discussed on how to present the first announcement of the meeting. We decided that we do not need booklets and that we shall send the preliminary announcement by e-mail. However, we decided that we need a conference poster. The first announcement should be e-mailed to IAU, SCOSTEP, COSPAR, SPS News Letters, Solar News,

Europhysics News, European Astronomy Letters. Marian and Petr should propose a first announcement and think of a web page at their institute for the next board meeting.

Concerning the local organization, it was also decided that the registration and hotel reservation should be the responsibility of ICARIS while the web page will be the responsibility of the institute. We also discussed on the LOC and the SOC and we agreed on the proposition which was already suggested in the Brussels proposal.

SOC: P. Heinzl (chair), J. Kuijpers (co-chair), M. Carlsson, B. Fleck, M. Goossens, A. Hofman, M. Karlicky, I. Kim, K.L. Klein, E. Marsch, P. Pallé, G. Poletto, B. Schmieder, J. Sylwester, N. Vilmer

LOC: P. Heinzl (chair), M. Karlicky, P. Ambroz, P. Kotrc, R. Placek...

We plan to organize the proceedings as for the Florence meeting and try to get ESA support for the proceedings. (*We know now that we shall get this support*). We suggested the following length for the different papers:

10 pages for invited reviews

4 pages for oral contributions

4 pages for posters

- **Scientific Program**

The final program will be decided at the board meeting in Prague in 2001.

We had a first discussion on the organization of the meeting. Brigitte Schmieder informed the board on discussions which were held among JOSO people on the fact that they felt that their working group in the Florence meeting (on Saturday morning) was not at a good time, not advertised enough so that not too many people attended the JOSO session. After some discussion, it was decided that JOSO could organize a special session on instrumentation, data base, eclipse the first afternoon of the meeting.

We reviewed the organization of the meeting as it was sent in the proposal to Brussels and we took some new decisions concerning the time given for invited reviews (30 minutes), and the selection of session conveners.

The title of the meeting is: Solar Variability: From Core to Outer Frontiers

The organization of the sessions will be as follows:

	<i>Morning</i>	<i>Afternoon</i>	<i>Evening</i>
<i>Mon Sep,9</i>	<i>Registration</i>	<i>Special JOSO session on instrumentation, eclipse, data base (J. Sylwester, I Kim, G. Cepatelli, M. Messerotti)</i>	<i>SPS Board meeting</i>
<i>Tues Sep, 10</i>	<i>Solar Wind and its frontiers (E. Marsch)</i>	<i>Solar-Terrestrial Connections (B. Fleck, N. Vilmer)</i>	

<i>Wed Sep, 11</i>	<i>Particle Acceleration in the solar system (co-organized with CESRA) (K.L. Klein, M. Karlicky)</i>	<i>Magnetic Fields in the solar atmosphere (co-organized with JOSO) (B. Schmieder, A. Hofmann)</i>	<i>Annual JOSO meeting</i>
<i>Thurs, Sep 12</i>	<i>Activity & Energy Release (M. Carlsson, G. Poletto)</i>	<i>Excursions</i>	
<i>Fri, Sep 13</i>	<i>Young Scientists Session</i>	<i>Dynamos (J. Kuijpers)</i>	<i>Business meeting: Elections</i>
<i>Sat, Sep 14</i>	<i>Heliosismology: Global, local: (P. Palle, M. Goossens)</i>	<i>SPS Board meeting</i>	

The suggestions for some invited speakers had been done at the time of the writing of the proposal (through many e-mail exchanges within the board) and some reviewers had given their preliminary agreement and we briefly reviewed the list.

Young Scientist session:

The board had a long discussion on the organization of this new session. The conclusions are the following ones: the young scientists (PhD, Post doc +3) should feel free to organize as they want this session BUT they probably need some help and suggestions. The board should make suggestions for PhD students or post-docs who could act as convenors. Jan Kuijpers will be the contact person for this session for which all suggestions are welcome.

4. Financial Matters

The treasurer must continue the investigation concerning the status of the EPS bank account.

5. Web pages

They are maintained by B. Fleck and many information can be found on the board, the list of solar physics conferences as well as useful links.

6. Publications from the board in EPS/EAS News letters

We announced in EAS news letters and in Europhysics News the new composition of the board and published a report on the SPM conference in Florence.

7. Information on the space programs related to SPS

The ESA mission Solar Orbiter has been selected.

J. Sylwester informed us on the programmed launch of the Koronas F spacecraft. A BCS spectrometer is in the payload. B. Schmieder mentioned the existence of the US program Living with a Star which will probably be open for European contributions.

8. Information from CESRA

K.L. Klein informed us on the next CESRA workshop (July 2001) on Energy conversion and Particle Acceleration in the Corona. Two working groups will be formed: Energetic particles & Energy release and Magnetic Reconnection. The workshop will be held at Ryngberg Castle (München). The maximum number of participants is 70. The SOC includes the CESRA board members, Jan Kuijpers and R. Treumann.

9. Information from JOSO

B. Schmieder informed us on the next JOSO meeting (Solar Cycle & Space Weather). The second meeting of the series will be held in Soronto in September 2001 (24-28 September 2001). The organizers are B. Schmieder and L. Smaldone. The number of participants is 150-200 people.

10. Information from SCOSTEP

B. Schmieder gave us some news about the future of SCOSTEP. The next SCOSTEP meeting will be held in Boulder in June 2001 with the general SCOSTEP assembly. A new program (*now called CAWSES Climate and Weather of the Sun-Earth System*) is being proposed for 2003-2007.

11. Next board meeting in Prague 2001

The next board meeting will be held in Prague on June 8 2001. The main point will be the organization of SPM 2002 in Prague.

N. Vilmer
(SPS Secretary)