

Eleventh Meeting of the GGOS Steering Committee
Hotel Antica Colonia, Frascati, Italy
Sunday, November 4, 2007, 3:00 PM - 6:00

Minutes (Version 0.1)
Written by
Hans-Peter Plag
(Version of 2007-11-11 22:48).



Participants:

Markus Rothacher, GFZ (*Chair, GGOS Steering Committee*)

Michael Pearlman, Smithsonian (*Executive Committee; Chair, GGOS WG Network and Communications*)

Erricos Pavlis, JCET/UMBC (*Delegate, ILRS*)

Kosuke Heki, Hokkaido University, Sapporo (*Member at Large Science Panel*)

Susanna Zerbin, University of Bologna (*Executive Committee*)

Markku Poutanen, Finish Geodetic Institute (*Delegate, Commission 2*)

Andrea Donnellan, JPL (*Science Panel*)

Richard Gross, JPL (*Science Panel*)

Zuheir Altamimi, IGN (*Invited Participant*)

Hans-Peter Plag, NBMG (*Vice-chair, GGOS Steering Committee*)

Agenda:

1 Welcome and Discussion of Agenda

2 Minutes of SC10

The draft minutes of SC10 are available as [../scm10/minutes_sc10.html](#) and [../scm10/minutes_sc10.pdf](#) . The minutes will not be discussed in any detail. The participants are asked to identify necessary changes and/or corrections.

3 Action Item Status

The list of action items from SC10 is available as [aillist.html](#) and [aillist.pdf](#) . Open Action Items from previous meetings (SC9 - SC3) are listed [aillist_previous.html](#) and [aillist.pdf](#)

4 Brief report from the Chairs (including SC membership and WG Chairs)

5 GGOS and GEO (Summit preparation and other issues)

6 GGOS 2020

7 GGOS Outreach activities (leaflets, special issues, etc)

8 GGOS Unified Analysis Workshop and Common Research Projects

9 12th GGOS SC Meeting: Input for the Agenda

10 GGOS 2008 Retreat and Stakeholder Conference

11 Progress towards a GGOS Vision and Mission Statement

12 Any other business

13 Summary of Action Items

Welcome and Discussion of Agenda

Markus Rothacher opened the Steering Committee meeting and welcomed the participants. He mentioned that the meeting was a (small) business meeting. Markus Rothacher suggested to added the

GGOS Portal to the agenda, but Hans-Peter Plag stated that this should be discussed during the review of the respective AI.

Minutes of SC10

The draft minutes of SC10 were made available as [../scm10/minutes_sc10.html](#) and [../scm10/minutes_sc10.pdf](#) . The minutes were not discussed in any detail. The participants were asked to identify necessary changes and/or corrections. No points were raised and the minutes were accepted as they are.

Action Item Status

The list of action items from the SC-10 meeting was available as [aillist.html](#) and [aillist.pdf](#) . A list of all open action items from previous meetings was available as [aillist_previous.html](#) and [aillist_previous.pdf](#) .

With respect to ***Action Item GGOS-SC10-2:*** Chris Rizos will propose a session on observing local ties at colocation sites for the 4-th IAG Symposium on Geodesy for Geotechnical and Structural Engineering and the 13-th FIG Symposium on Deformation Measurements and Analysis in May 2008. ***Responsible: Chris Rizos, Deadline: 2007-08-15.***

Michael Pearlman reported that Chris Rizos had asked for proposals for papers, and in the mean time, four papers have been suggested/submitted:

1. on quantitative requirements for reference frames as an introduction,
2. on simulations of how local ties affect the quality of ITRF,
3. on the special situation of surveys of VLBI stations,
4. on current practices in site surveys.

In a detailed discussion, it was considered whether there should be a general talk about the quantitative requirements for reference frames as an introduction to the larger picture, and in the end it was agreed to ask Chris Rizos to give this presentation on the basis of input from the community.

Action Item GGOS-SC11-1: Michael Pearlman will ask Chris Rizos to take responsibility for the introductory presentation in the FIG session on site surveys, and he will contact relevant persons to solicit input for this presentation. ***Responsible: Michael Pearlman, Deadline: 2007-11-15.***

Concerning ***Action Item GGOS-SC10-3:*** The GGOS EC will establish a review process for GGOS Leaflets including the Topic of the Months leaflets, and this review process will involve the GGOS Science Panel. ***Responsible: Executive Committee, Deadline: 2007-09-15.***

it was consensus that the review procedure is important and should be discussed and agreed upon during the SC12. Hans-Peter Plag suggested that the leaflet should be reviewed by the GGOS Science Panel, which was supported by Richard Gross.

Markus Rothacher is preparing the GGOS booth for the Exhibition at the GEO Plenary and Ministerial Summit in Capetown. He is working together with Ruth Neilan on that. This is related to ***Action Item GGOS-SC10-4:*** Markus Rothacher will follow up the GEO Call for a Notice of Interest to contribute to the Exhibition at the Ministerial Summit. ***Responsible: Markus Rothacher, Deadline: 2007-07-16.***

The status with respect to the video exhibition is unclear. Thus, no report was given on the status of **Action Item GGOS-SC10-6:** Bente Lilja Bye will follow up the GEO Call for contributions to the GEO Video Exhibition at the Ministerial Summit. **Responsible: Bente Lilja Bye, Deadline: 2007-08-31.**

In following up AI GGOS-SC10-7, Michael Pearlman had drafted a Notice of Opportunity and send to the EC. Hans-Peter Plag mentioned that the EC will finalize this NoO so that Markus Rothacher could send it out before the end of the week. This would close **Action Item GGOS-SC10-8:** The EC will finalize the Notice of Intent for a CfP for the GGOS Coordinating Office and distribute this NoO to all potential bidders. **Responsible: Executive Committee, Deadline: 2007-09-30.**

Following up **Action Item GGOS-SC10-13:** Bernd Richter and Carey Noll will finalize the draft CfP for the GGOS Portal and submit it to the GGOS EC. **Responsible: Bernd Richter, Deadline: 2007-09-15.**

Bernd Richter had provided a new draft of the CfP for the GGOS Data Portal. The EC intended to discuss this CfP within a few days and finalize it so that it could be distributed. This would close **Action Item GGOS-SC10-14:** The EC will review the CfP for the GGOS Portal, finalize it and distribute it widely within IAG with the deadline for submission of proposals set to February 29, 2008. **Responsible: Executive Committee, Deadline: 2007-10-31.**

With respect to the White Papers for the Retreat, Hans-Peter Plag emphasized that there was no white paper on satellite missions in the pipeline. He mentioned that the EC had asked Markus Rothacher to contact Roger Haagmans and to ask him to take the lead in writing such a paper. This resulted in the AI **Action Item GGOS-SC11-2:** Markus Rothacher will contact Roger Haagmans and ask him to take the lead in writing a white paper on satellite missions in support of GGOS. **Responsible: Markus Rothacher, Deadline: 2007-11-10.**

The status concerning the preparation of the Unified Analysis Workshop was a separated topic of the agenda and the respective Action Item was not further discussed: **Action Item GGOS-SC-9-4:** Markus Rothacher together with the EC to continue the preparation of the Unified Workshop. **Responsible: Markus Rothacher, Deadline: 2007-05-31.**

Concerning **Action Item GGOS-SC-8-2:** Bernd Richter to facilitate a decision of GGOS concerning the future metadata standard to be adopted by GGOS. **Responsible: Bernd Richter, Deadline: 2007-05-01.**

Markus Rothacher proposed to ask Bernd Richter to prepare a proposal to be presented and discussed at the Unified Analysis Workshop. Hans-Peter Plag volunteered to contact Bernd Richter and ask him to do so.

Brief report from the Chairs (including SC membership and WG Chairs)

Markus Rothacher presented the report of the chairs (see his presentation [rothacher_report.pdf](#)). He reviewed the activities since SC-10 in July in Perugia. He mentioned that the Executive Committee had three telecons since then. He also gave a summary of the events at IUGG and emphasized that the Union Session on Earth observation systems showed that currently there was not much coordination between these systems. The GGOS session accommodated a number of diverse and interesting papers. He pointed out that the presentations were intended to be posted online and expressed the opinion that this had already happened. Hans-Peter Plag stated that he was not aware of the presentations being available online, and he pointed out that permission of the authors would be necessary in order to do this. Hans-Peter Plag also raised the question of proceedings, and reported that Jacques Hinderer and

David Crossley had already submitted a manuscript. This resulted in **Action Item GGOS-SC11-3:** Markus Rothacher will contact the authors who presented a paper at the GGOS Session at the IUGG General Assembly in July 2007 in Perugia and clarify (1) whether the presentations can be put online and (2) whether they would contribute to proceedings. ***Responsible: Markus Rothacher, Deadline: 2007-11-20.***

Markus Rothacher also informed that IAG 2009 will most likely be in Buenos Aires. The next General Assembly of IUGG in 2011 will take place in Melbourne, Australia.

With respect to the preparations for GEO-IV, he reported that GGOS did not submit a contribution to the GEO Book "The full picture". Hans-Peter Plag explained that an initial requirement was to buy 100 books for a total price of about USD 10,000, and that it was not possible to get a commitment for this amount from IAG components. In the end, the 'fee' was waived, but then it was too late for GGOS to get done something of sufficient quality. For the exhibition, GGOS has 9 square meters of space. Markus Rothacher has the responsibility and is working together with Ruth Neilan on getting the exhibition booth set up. There was some discussion about options for the booth, but it was pointed out that there was a specific point for that on the agenda. It was not clear what the status of a GGOS contribution to the GEO-IV video was. Hans-Peter Plag reported that Bente Lilja Bye had been in contact with the European Commission, but it didn't look like that something for GGOS was actually included in the video contribution of the Commission.

Markus Rothacher informed that he had contacted the four IAG Commission and ask for the new representatives of the commissions in the GGOS SC. So far, only Commission 1 had responded and nominated Zuheir Altamimi and Mike Craymer. To the other commission chair, Markus Rothacher had sent a reminder just before the SC meeting.

As result of the nomination/election of the Chair for the GGOS Working Group on GEO Contributions, Hans-Peter Plag was the only nominee who had stated that he would be willing to take this position, and so he was appointed Chair of this WG.

The Notice of Opportunity (NoO) for the coming Call for Proposals (CfP) for a GGOS Coordinating Office was briefly discussed. Susanna Zerbini suggested that the NoO should have information on required person power, but this was not supported by others. It was agreed that the NoO should be finalized by the EC and sent out by Markus Rothacher before the end of the Week: **Action Item GGOS-SC11-4:** Markus Rothacher will send out the Notice of Opportunity announcing the coming call for proposals for a GGOS Coordinating Office after some additional finalization. ***Responsible: Markus Rothacher, Deadline: 2007-11-12.***

GGOS and GEO (Summit preparation and other issues)

There was considerable discussion concerning the preparation of the GGOS exhibition booth. Markus Rothacher pointed out that input is needed from the Services. In particular, 'nice' pictures illustrating the Services' work would be required in high resolution, together with small pieces of text to go with the pictures. This resulted in **Action Item GGOS-SC11-5:** Michael Pearlman and Markus Rothacher will ask the Services (particularly ILRS, IVS, and IGS) to provide pictures and text for the GGOS Exhibition booth. ***Responsible: Michael Pearlman, Markus Rothacher, Deadline: 2007-11-08.***

Hans-Peter Plag suggested to compile a slide show which could run at the booth perpetually. There should be about two slides per services, preferably with text/sound explaining these slides. **Action Item GGOS-SC11-6:** Michael Pearlman and Markus Rothacher will ask the Services (particularly ILRS, IVS, and IGS) to provide about two slides illustrating the infrastructure and products

of the Service on a level intelligible for a broad audience, which could be included in a slide show to be shown at the GGOS exhibition booth at GEO-IV. **Responsible: Michael Pearlman, Markus Rothacher, Deadline: 2007-11-08.**

Markus Rothacher also pointed out that he plans to include some models of satellites in the booth.

Hans-Peter Plag reported briefly on IGOS-P activities, which over the last months had mainly focused on the transition of IGOS-P as a whole and the Themes in particular into GEO. Two papers have been developed, one of them detailing the transition for each Theme, which will be discussed during IGOS-P-14bis in Cape Town. It is likely that the final meeting of IGOS-P will take place in May 2008 in Paris and that this meeting will celebrate the achievements of IGOS-P. Hans-Peter Plag is currently trying to ensure that the theme preproposals that have been stalled in anticipation of the transition are not forgotten in the transition process.

GGOS 2020

Hans-Peter Plag reported briefly on the status of the GGOS 2020 document. The editing of the document according to the comments received so far is still in progress. It is expected that a new and final draft version is available before SC12. Concerning the shorter strategy document, it was suggested that a professional editor should be involved. Hans-Peter Plag was asked to investigate potential sources for funding for such an editor, e.g. through NASA. **Action Item GGOS-SC11-7: Hans-Peter Plag will investigate potential sources for funding for a professional editor for the GGOS 2020 Strategy document. Responsible: Hans-Peter Plag, Deadline: 2007-11-25.**

GGOS Outreach activities (leaflets, special issues, etc)

Markus Rothacher distributed two leaflets on GGOS, which were prepared by Achim Helm based on text provided by Hans-Peter Plag. The leaflets were done in a very short time. There was a lot of discussion of what could be improved and how. Hans-Peter Plag explained that he had three leaflets in mind (one on what GGOS is, one on what GGOS does, and one on GGOS and Geohazards), and he asked for some improvements of the leaflets before the GEO-IV meeting. Markus Rothacher made clear that it would be difficult to get anything substantial done in the short time before the GEO-IV meeting. There was a broad consensus that the current leaflets were in fact better than nothing. It was agreed that an attempt should be made to get at least a few things improved. **Action Item GGOS-SC11-8: Markus Rothacher will clarify whether Achim Helm has time available for improvements of the leaflets and inform Hans-Peter Plag about the situation. Responsible: Markus Rothacher, Deadline: 2007-11-09.**

Action Item GGOS-SC11-9: Hans-Peter Plag will provide the texts for the leaflets in an editable form to Michael Pearlman and Michael Pearlman will edit these texts. Responsible: Hans-Peter Plag, Michael Pearlman, Deadline: 2007-11-20.

Action Item GGOS-SC11-10: Together, Hans-Peter Plag, Michael Pearlman, Achim Helm, and Markus Rothacher will make an attempt to produce three improved leaflets for the GEO-IV Meeting. Responsible: Hans-Peter Plag, Michael Pearlman, Achim Helm, Markus Rothacher, Deadline: 2007-11-25.

GGOS Unified Analysis Workshop and Common Research Projects

Markus Rothacher gave a brief overview of the status concerning the preparation of the Workshop (see his presentation at [rothacher_report.pdf](#)). The Workshop will take place from December 5, 2007, 8:00 until December 7, 2007, 13:00, at the Best Western Beach Resort in Monterey, CA. Session preparations are under way.

12th GGOS SC Meeting: Input for the Agenda

Hans-Peter Plag had prepared a draft agenda for SC12 (see [./scm12/](#) , which was discussed and accepted as it was. Concerning the topic "GGOS-related research projects and funding" it was suggested to get some feedback from SC on on-going and planned research projects before the SC13: ***Action Item GGOS-SC11-11:*** Hans-Peter Plag will ask the GGOS SC members to report on relevant research projects (on-going and planned) prior to the SC12. ***Responsible: Hans-Peter Plag, Deadline: 2007-11-25.***

It was also suggested that the EC reviews the draft CfP for the Coordinating office provided by Michael Pearlman and then sends the revised draft to the SC prior to the SC12: ***Action Item GGOS-SC11-12:*** The GGOS EC will review the draft CfP for the Coordinating Office and send a revised draft to the Steering Committee prior to SC12. ***Responsible: Executive Committee, Deadline: 2007-11-25.***

GGOS 2008 Retreat and Stakeholder Conference

The participants were informed about the decision taken by the EC not to co-locate the 2008 Retreat and the GGOS Stakeholder Conference. The Retreat would focus on discussing the white papers, finalizing the outcome of the GGOS 2020 process, and the preparation of the Stakeholder Conference, which then would take place later in 2008. The following AI was agreed: ***Action Item GGOS-SC11-13:*** The EC will finalize a draft high-level program for the retreat, and Hans-Peter Plag will update the Retreat/SC-13 web page and subsequently inform the SC about the availability of the second circular. He will include information about the separation of GGOS Retreat and Stakeholder Conference. ***Responsible: Executive Committee, Hans-Peter Plag, Deadline: 2007-11-16.***

Progress towards a GGOS Vision and Mission Statement

Hans-Peter Plag showed a few slides from his SC10 presentation, which included a proposal for a vision and mission statement for GGOS (see [plag_vision_mission.pdf](#)). There was some discussion on whether the Services needed individual vision and/or mission statements. Richard Gross, who was in favor of individual statements argued that the Services had more objectives/tasks than just the contribution to GGOS, which is but one activity. Michael Pearlman, on the other hand, voiced the opinion, that they might be subservant to GGOS. The question of whether IAG has a vision was raised, and a check at IAG's web page showed that IAG only has a mission statement. However, this statement includes language more appropriate for a vision statement. The following AI was agreed: ***Action Item GGOS-SC11-14:*** Markus Rothacher will send the three slides prepared by Hans-Peter Plag with a proposal for a Vision and Mission statement to the SC and ask for an e-mail discussion prior to the SC12. ***Responsible: Markus Rothacher, Deadline: 2007-11-16.***

Any other business

There was no other business.

Summary of Action Items

Action Item GGOS-SC11-1: Michael Pearlman will ask Chris Rizos to take responsibility for the introductory presentation in the FIG session on site surveys, and he will contact relevant persons to solicit input for this presentation. ***Responsible: Michael Pearlman, Deadline: 2007-11-15.***

Action Item GGOS-SC11-2: Markus Rothacher will contact Roger Haagmans and ask him to take the lead in writing a white paper on satellite missions in support of GGOS. ***Responsible: Markus Rothacher, Deadline: 2007-11-10.***

Action Item GGOS-SC11-3: Markus Rothacher will contact the authors who presented a paper at the GGOS Session at the IUGG General Assembly in July 2007 in Perugia and clarify (1) whether the presentations can be put online and (2) whether they would contribute to proceedings. **Responsible: Markus Rothacher, Deadline: 2007-11-20.**

Action Item GGOS-SC11-4: Markus Rothacher will send out the Notice of Opportunity announcing the coming call for proposals for a GGOS Coordinating Office after some additional finalization. **Responsible: Markus Rothacher, Deadline: 2007-11-12.**

Action Item GGOS-SC11-5: Michael Pearlman and Markus Rothacher will ask the Services (particularly ILRS, IVS, and IGS) to provide pictures and text for the GGOS Exhibition booth. **Responsible: Michael Pearlman, Markus Rothacher, Deadline: 2007-11-08.**

Action Item GGOS-SC11-6: Michael Pearlman and Markus Rothacher will ask the Services (particularly ILRS, IVS, and IGS) to provide about two slides illustrating the infrastructure and products of the Service on a level intelligible for a broad audience, which could be included in a slide show to be shown at the GGOS exhibition booth at GEO-IV. **Responsible: Michael Pearlman, Markus Rothacher, Deadline: 2007-11-08.**

Action Item GGOS-SC11-7: Hans-Peter Plag will investigate potential sources for funding for a professional editor for the GGOS 2020 Strategy document. **Responsible: Hans-Peter Plag, Deadline: 2007-11-25.**

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Action Item GGOS-SC11-11: Hans-Peter Plag will ask the GGOS SC members to report on relevant research projects (on-going and planned) prior to the SC12. **Responsible: Hans-Peter Plag, Deadline: 2007-11-25.**

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