

Terms of reference of the CLM-Community Scientific Advisory Board

Version 1.4, September 26, 2016

Version history:

July 2010: 1st draft version translated from German original by U.Riebow, BTU Cottbus

September 2010: 2nd draft version decided on at the CLM-Community meeting, 3.9.2010

July 2011: 3rd draft version, with modification decided on by CLM_SAB at 12. April 2011

September 2011: 1st version, accepted at the CLM Community meeting, Assembly 2011 without modification.

September 2012 – version 1.1: Corrections of language and naming of the institutions by B. Früh and A.Will, accepted by SAB on September.21st, 2012.

August 2013 – version 1.3: Reformulation section 4 as suggested by SAB on August 24th, 2013.

September 2016 – version 1.4: removal of discrepancy in §6 Decisions

1. Introduction

This document is an appendix to the CLM-Community agreement. The terms of reference stated here aim to specify the objectives, authority, responsibilities and decision rules of the CLM-Community Scientific Advisory Board (SAB) board.

2. Tasks and authority

The Scientific Advisory Board aims to further develop the scientific basis of the COSMO model. For this it is necessary to:

- discuss
 - the current and planned model developments as well as
 - the tasks of the community, especially the coordination of the CLM-Community
- make suggestions to the members and the bodies of the CLM-Community concerning
 - priorities of model development,
 - the work and the structure of the CLM-Community and
 - the handling of community tasks by supporting a coordinated model development
- take decisions concerning
 - the responsibility of the CLM-Community office and the CLM-Community coordination and

- the contributions of SAB members to model development and community tasks.

3. Membership

Members of the Scientific Advisory Board are the named representatives of the core institutions and the coordinator of the CLM-Community. Each core institution may name one representative for a period of 2 years. Renewal is possible.

4. Chair

The chair of the Scientific Advisory Board is elected by its members for a term of two years. A re-election is possible.

Chairs from alternating institutions are desired.

The chairperson or in special cases the CLM-Community coordinator invites to the workshops and meetings. The chairperson authorizes the minutes of the meetings and reports on the implementation of the decisions.

5. Meetings

The SAB meets at least once a year. This meeting takes place before the CLM-Community Assembly. Further meetings are optional.

6. Decisions

The quorum for the election of the chairperson is 75%. The chairperson is elected if there are no dissenting votes.

The quorum for other decisions is 60% of the members. Decisions apart from the chairperson are taken by a simple majority of the participating members. In the event of an equality of votes the chairperson has the casting vote.

Decisions can also be made outside formal meetings through written correspondence if a minimum of 75% of the members participate in the process.

7. Final Clause

These terms of reference are enacted by the CLM-Community Assembly by acceptance. They can be modified by the Scientific Advisory Board of the CLM-Community. The CLM-Community has to be informed by the CLM-Community coordinator.