

Minutes
AGM for CNC/SCOR
Sunday, May 31, 2009, at the Halifax CMOS Congress
[World Trade & Convention Centre](#)

The meeting was convened at 9:10.

1. Welcome and Introductions

Attending: Gordon McBean, Allyn Clarke (part time), Bjorn Sundby, Dick Stoddart, Alfonso Mucci, Bill Crawford, Yves Gratton, Rob Macdonald, Len Zedel, Helen Joseph, Bob Jones (part time), Howard Freeland (part time), Marty Taillefer (part time), Ian Rutherford (part time), Neil Campbell

Regrets: Ian Perry, David Barber, Paul Myers, Markus Kienast, Philippe Tortell, Jay Cullen

2. Approval of 2009 Agenda

The draft agenda, sent to members on May 5, 2009, was approved

3. Approval of May 25, 2008 Draft Minutes

The last CNC/SCOR AGM was held on May 25, 2008 in Kelowna, BC. The minutes of that meeting were distributed to members on May 30, 2008. No editorial changes to those draft minutes were suggested. It was **moved** by Helen Joseph, **seconded** by Bjorn Sundby, that the draft minutes be adopted. **Carried.**

4. Review of 2008/2009 Actions

Most actions from the May 25, 2008 meeting were covered within the appropriate agenda items of this meeting. A status report on all the May 25th action items was provided to members in advance of the meeting.

5. CNC SCOR Finances

- (i) **CNC/SCOR revenues and expenses.** The CNC/SCOR carry over funds stand at \$48.7K (includes funds transferred from the defunct CNC/ECOR). Income for CNC/SCOR in 2008/2009 was \$20K. Expenses for CNC/SCOR for 2008/2009 were:

- Travel	
CNC/SCOR AGM	\$ 4.1K
CNC/SCOR Tour Speakers	\$ 3.5K
International SCOR Annual Meeting	\$ 1.1K
- Scholarships	\$ 10.0K
- Secretariat Services, web services, misc.	\$ 1.3K
Total	\$ 20.0K

We expect that our carry over funds will be drawn down somewhat in the coming years.

Gordon McBean formally thanked DFO for their continuing financial and in-kind support to CNC/SCOR over the full history of his involvement with the committee. He noted that their support has been invaluable and appreciated.

- (ii) **Agreement with DFO.** The agreement between DFO and CMOS for continuing funding support through 2009/2010 has yet to be finalized, but no difficulties are foreseen.
- (iii) **Agreement with NRC.** The agreement between NRC and DFO, for NRC to pay the international SCOR fees (currently at \$US 20.6K for 2009), was renewed by NRC on September 19, 2005 and signed by Wendy Watson-Wright on October 12, 2005. It is valid for 5 years, ending in 2010. The NRC “Annual Performance Review of International Affiliations” was completed for 2008 and submitted on January 30, 2009. The review, spearheaded by Paul Lyon from DFO, was similar to the previous year except for additional references to private sector involvements. These sections were substantially beefed up through contributions from Bjorn Sundby, David Fissel, Allyn Clarke, Marlon Lewis via Markus Kienast, and Bill Crawford. While no “official” feedback has been received, unofficially the “SCOR Annual Performance Review has been rated highly” at NRC.

In the light of the positive review by NRC of CNC/SCOR, it was agreed that CNC/SCOR should make efforts to meet with NRC officials to: (i) maintain profile with NRC by highlighting recent program accomplishments, and (ii) investigate opportunities to work with NRC on new initiatives into the future; one such opportunity might be to host an international SCOR meeting, say in 2012, in conjunction with a major international ocean science program; e.g. an open science meeting on Argo, GEOTRACES or the like. An *ad hoc* committee of Rob Macdonald, Al Mucci and Dick Stoddart was formed to investigate possibilities of sponsoring (SCOR, NRC, host agency) an international science meeting in Canada which would be the vehicle have a Canada-hosted international SCOR Annual Meeting around the same time as the international ocean science meeting. **Action: Rob Macdonald, Al Mucci, Dick Stoddart.** It was agreed that members would review possibilities, from their own experiences, of hosting such an international conference in the next 3-5 year time frame, and pass any such suggestions to the *ad hoc* committee. **Action: All Members.**

6. CNC/SCOR Issues and Activities

- (i) **Remarks from CNC/SCOR Chair.** Gordon McBean noted that most of his remarks were subsumed under other agenda items. He did want to acknowledge the special efforts of Bjorn Sundby and Dick Stoddart in helping him in particular, and CNC/SCOR in general, over the past four years of his chairmanship.
- (ii) **Web site.** The CNC/SCOR web site (www.cncscor.ca) has been updated and checked periodically for dead links. Bob Jones reported that CMOS Page Views overall are up about 44% over last year - from 1,600,000 views in 2007 to 2,300,000 in 2008. CNC/SCOR represents about 3.5% of the hits. This translates to about 79,000 page views for SCOR in 2008, up from 65,000 in 2007.

- (iii) **Newsletter.** The electronic Canadian Ocean Science Newsletter was implemented on July 20, 2003, with approximately 7 issues published each year since then. Currently there are 445 subscribers. Every issue seems to be a challenge to have sufficient content to warrant maintaining the Newsletter. The previous suggestion to remind CNC/SCOR members of the date of the next issue has provided some relief in that the reminder has often generated a few last minute articles. Members identified a number of potential articles that might be candidates for future Newsletter articles. These topics, potential authors and the CNC/SCOR member volunteered to contact such potential authors are as follows:

Topic	Potential Author	CNC/SCOR Member for Action
WG 124	Roger Francois	Al Mucci & Rob Macdonald
WG 126	Curtis Suttle	Rob Macdonald
WG 129	Gordon Swaters	Bill Crawford & Yves Gratton
WG 131	Richard Rivkin	Len Zedel
Carbon	Ken Denman	Rob Macdonald
WG 133	Arnold Furlong	Allyn Clarke
WG 134	Susan Ziegler	Len Zedel
GEOHAB	Susanne Roy	Bjorn Sundby
SOLAS	Maurice Levasseur	Bjorn Sundby
Hydroacoustics	Svein Vagle	Bill Crawford
CoML	Ron O'Dor, Paul Snelgrove	Bjorn Sundby
IMAGES	Markus Kienast	Markus Kienast
Ocean Mixing	Chris Garrett, Barry Ruddick	Bjorn Sundby

Other possible articles or references (hot links in the Newsletter) might be the State of the Ocean abstract (**Bill Crawford**), reference to the IRPP web site for their magazine containing science articles of interest on policy options (**Gordon McBean**), and an article on policy implications for sea level rise, using Bangkok cities at risk, with reference to Richmond, BC – why it matters (**Gordon McBean**).

- (iv) **Ocean Science Theses.** Canadian university contacts have all been contacted to provide their listings of university PhD and MSc ocean science theses. The web site is gradually being updated as submissions are received from the 2009 canvas. It was suggested that abstracts be obtained for the theses (**Action: CNC/SCOR liaison contacts**) and that theses titles be published in the Newsletter with a hyperlink to the abstract (**Action: Dick Stoddart**).
- (v) **Lecture Tour.** CNC/SCOR sponsored lecture tours have included:

	Tour speakers going west	Tour speakers going east
2005	Marlon Lewis	Philippe Tortell
2006	Kevin Lamb	Andy Bush
2007	Erica Head	Rob MacDonald
2008	Alain Vezina	Eric Kunze
2009	Bernie Boudreau	Kim Juniper

It was agreed that an *ad hoc* tour speaker committee be established (Rob Macdonald, Gordon McBean, Al Mucci, Bjorn Sundby, Dick Stoddart, Bernie Boudreau, Kim Juniper; the last two being invited to share their recent

experiences as tour speakers) to select the 2010 tour speakers. The Secretary will canvas members for the names of possible new lecture tour speakers and convene the *ad hoc* committee to discuss and select the 2010 speakers. **Action: Dick Stoddart, *ad hoc* lecture tour committee.**

Last year (2008) CNC/SCOR contacted DFO (Savi Narayanan) to see if they would be prepared to take over logistic support for the lecture tour program, and they agreed. Marty Taillefer was assigned the task by DFO to coordinate the program on behalf of CNC/SCOR; his report on the difficulties and successes involved in his first year as tour coordinator were reported to the meeting, and his written report to CNC/SCOR is attached as Appendix 1. Given the heavy workload involved in coordinating the lecture tour program, DFO will assess their ability to undertake such support next year. **Action: Helen Joseph.**

- (vi) **Oceanographic Photos.** There are approximately 50 photos currently in the on-line archive of Canadian oceanographic photographs. To see the latest additions visit www.cncscor.ca and look for the entry listed as “Historical Oceanographic Photos”. The site has a dedicated search engine to better help find individuals. The site received very few new contributions over the past year. Members were encouraged to search their collections, and contact colleagues, to augment the existing archive of photos. **Action: All Members.** In particular Gordon McBean and Neil Campbell offered to search their collections for possible contributions on early ocean science group photos. **Action: Gordon McBean, Neil Campbell.**
- (vii) **Scholarship Supplement.** In 2006 CNC/SCOR, in partnership with DFO and CMOS, established a new NSERC Scholarship Supplement for Ocean Sciences in the amount of \$5,000/year to a deserving student for a period of two years. The initial award of \$5,000 is renewable for the second year provided that the student continues to hold the NSERC postgraduate scholarship. The CMOS Scientific Committee adjudicated the applications for this year (2009) and the award will be made at the CMOS Congress. The winning candidate is unable to be in Halifax to accept the award at Congress, but a representative from the host university was found to accept the award on behalf of the winning applicant.
- (viii) **Membership.** The membership CNC/SCOR membership is currently (prior to the AGM) as follows:

Gordon McBean, Chair, UWO, 2006, 2007, 2008
Bjorn Sundby, Past Chair, UQAR, 2003, 2004, 2005, 2006, 2007, 2008
David Barber, Manitoba, 2004, 2005, 2006, 2007, 2008, 2009
Allyn Clarke, DFO/BIO, 2004, 2005, 2006, 2007, 2008, 2009
Paul Myers, UofA, 2007, 2008, 2009
Alfonso Mucci, McGill, 2008, 2009, 2010
Philippe Tortell, UBC, 2008, 2009, 2010
Len Zedel, MUN, 2009, 2010, 2011
Markus Kienast, Dalhousie, 2009, 2010, 2011
Dick Stoddart, Secretary, since late 2001
Ian Rutherford, *ex-officio*, (CMOS)
Suzanne Roy, *ex-officio*, UQAR (GEOHAB)
Ian Perry, *ex-officio*, DFO/PBS, (GLOBEC)
Bill Crawford, *ex-officio*, DFO/IOS (IAPSO)
Helen Joseph, *ex-officio*, DFO/HQ

Yves Gratton, *ex-officio*, INRS (CMOS Scientific Committee)
Jay Cullen, *ex-officio*, UVic (IMBER)

At the CNC/SCOR AGM on May 25, 2008 the Executive Committee was charged with finding a replacement for Gordon McBean as Chair of CNC/SCOR. The Executive Committee reviewed a short list of distinguished Canadian scientists who might serve as the CNC/SCOR Chair and nominated Dr. Rob Macdonald to serve in this capacity for the next three year period. Rob was contacted and agreed to let his name be put forward for this position. On January 15, 2009 Gordon McBean canvassed CNC/SCOR to seek concurrence of the nomination; the results were unanimous in favour of electing Rob Macdonald as CNC/SCOR Chair. It was **moved** by Bjorn Sundby, **seconded** by Al Mucci that Rob Macdonald be elected Chair of the CNC/SCOR effective immediately. **Carried.** At the same time Gordon McBean became the Past-Chair, and Bjorn Sundby became an *ex-officio* member of CNC/SCOR in his capacity as immediate Past President of international SCOR (e.g., he sits on the international SCOR Executive Committee for the next four years). The new CNC/SCOR Executive Committee will be Rob Macdonald, Gordon McBean and Dick Stoddart. The “Nominated Members” to international SCOR from Canada are Bjorn Sundby, Rob Macdonald and Gordon McBean

Current members due to be replaced, or extended, are: David Barber, Allyn Clarke, Paul Myers. Several suggestions for possible replacements included Alain Vezina, Charles Hannah, and Gary Borstad. Rob Macdonald noted the potential lack of member from the prairies/Manitoba. Members were asked to suggest candidates for CNC/SCOR membership for consideration of the Executive Committee. **Action: All members, Executive Committee.**

7. SCOR International

- (i) **Remarks from SCOR Past-President.** Bjorn Sundby reported a number of SCOR initiatives that he had been involved with during the past year, including: participation in a meeting of a group of experts organized by the UN Law of the Sea Office to revise and finalize a publication called “Marine Scientific Research: A Guide to the Implementation of the Relevant Provisions of the Law of the Sea”; co-chairing (with Dr. Wolfgang Fennel) the third SCOR Summit meeting dealing with issues such as data management and capacity building that are common to SCOR sponsored research programs and partner organizations; co-editing (with Dr. Arthur Cheng) recommendations by a transition task team with regard to the conclusion of GLOBEC and the inclusion of some of the ongoing GLOBEC programs into the second phase IMBER; co-editing a book based on a SCOR/SCOPE/IAPSO workshop on the vulnerability of semi-enclosed coastal seas (Urban, E.R. Jr., B. Sundby, P. Malanotte-Rizzoli, and J. Melillo (eds.). 2008. *SCOPE 70, Watersheds, Bays and Bounded Seas: The Science and Management of Semi-Enclosed Marine Systems*, Island Press, Washington, D.C.) A pdf version of a UNESCO-SCOPE-UNEP policy brief (No. 7) based on the book called *Coastal Basins on the Edge: Cumulative effects of multiple human activities where land and ocean meet* can be found at http://www.icsu-scope.org/Unesco_scope.htm
- (ii) **Existing SCOR Working Groups** The status of all existing SCOR Working Groups (WG) was provided to members prior to the meeting via a detailed

annotated agenda. It was noted that a potential source of articles for the CNC/SCOR Newsletter lay with Canadians associated with active SCOR Working Groups. It was agreed that CNC/SCOR members would approach these Canadians with a view to preparing an appropriate article sometime in the near future; see item #6(iii) above. The membership and terms of reference of existing SCOR Working Groups may be found at:
<http://www.jhu.edu/~scor/wkgroups.htm>

- (iii) **SCOR Scientific Committees; e.g. GLOBEC, GEOHAB, etc** SCOR has been instrumental in the planning and coordination of large-scale ocean research projects for long-term, complex activities. SCOR provides a mechanism to bring together international scientists for this purpose. Details on each of these programs (GEOHAB, GEOTRACES, GLOBEC, IMBER, SOLAS) may be found at <http://www.scor-int.org/lgscale.htm> including details on membership, sponsors and terms of reference.
- (iv) **SCOR Affiliated Programs; e.g. IMAGES, IOCCG, etc.** SCOR has developed a process for affiliation of research programs and long-term study committees with SCOR. SCOR does not provide financial support to these programs, but affiliation may increase a program's international visibility and access to scientists in SCOR member nations, as well as providing the benefit of SCOR advice on program committees and activities. Each affiliated program is reviewed for continued affiliation at each SCOR General Meeting and affiliation is terminated at the end of 10 years. Details on the current affiliated programs, Census of Marine Life (CoML), International Antarctic Zone Program (iAnZone), International Marine Global Change Study (IMAGES), International Ocean Colour Co-ordinating Group (IOCCG), International RIDGE Studies (InterRidge), may be found at <http://www.scor-int.org/coop.htm>
- (v) **2008 SCOR Annual Meeting.** The 2008 SCOR Annual Meeting was held on October 22-24, 2008 at Woods Hole, Massachusetts, USA. Bjorn Sundby attended the meeting as SCOR President (his expenses were paid by international SCOR). He also represented CNC/SCOR at the meeting; his meeting report was published in the CMOS Bulletin and may be found on the CNC/SCOR web site at: [2008: Woods Hole](#) In conjunction with the SCOR AGM a symposium is was held on October 20-21, 2008 that was aimed at bringing together scientists who contributed to SCOR's history, as well as the new generation of scientists that will be entrusted with the field's future. Canadians specifically on the symposium agenda included Bjorn Sundby and Ian Perry. After advertising potential CNC/SCOR financial support in the CNC/SCOR Newsletter to support an appropriate young scientist to participate in the meeting, a candidate was selected (Rob Campbell) by the CNC/SCOR Executive Committee to attend and present his research in poster format.
- (vi) **2009 SCOR Executive Meeting.** The 39th SCOR Executive Committee Meeting will take place in Beijing, China from Tuesday, 20 October through Thursday, 22 October 2009. The second GEOHAB Open Science Meeting on Harmful Algal Blooms and Eutrophication will also be held in Beijing, on 17-21 October 2009, so it will be possible to attend the first three days of GEOHAB meeting before the SCOR annual meeting. National Committees for Oceanic Research and other international organizations are invited to be represented at the Executive Committee Meeting at their own expense. Bjorn Sundby will have his way paid

to the meeting by international SCOR in his capacity as SCOR Past President. It was agreed that, assuming his schedule permits, Rob Macdonald should attend the meeting on behalf of CNC/SCOR. **Action: Rob Macdonald.**

(vii) **New SCOR Working Groups.** The deadline for new SCOR Working Group proposals is May 31, 2009. Details of any new proposals are not yet available although there has been some indication that at least four new proposals will be submitted, including:

- Ocean climate research related to the Agulhas Current off South Africa
- Ecological status of the world's fished marine ecosystems
- Biogeochemistry issues related to sea ice.
- Comparative analysis of long time series

Sometime after the May 31st deadline these new proposals, along with any others received up to that date, will be posted on the international SCOR web site and national committees will be invited to review and comment on the proposals. Once all new proposals are available for review the Secretary will alert all CNC/SCOR members of the web-location of the proposals and solicit members to identify and contact additional Canadian reviewers. **Action: Dick Stoddart.**

8. Inter-Relationships Between SCOR and CMOS

- (i) **Accounting, Secretariat, Web Site, Annual Report.** CNC/SCOR has an excellent working relationship with the CMOS office with respect accounting and auditing for revenues and expenses for CNC/SCOR, arrangements for conference calls, liaison with DFO and NRC on the renegotiation of formal agreements, hosting the CNC/SCOR web site, and publishing the annual CNC/SCOR report.
- (ii) **CMOS Awards.** In some previous years CMOS awards for eligible Canadian oceanographers have gone un-awarded due to lack of nominations. It was agreed that the practice should continue of CNC/SCOR members encouraging nominations to ensure recognition of deserving oceanographers.
- (iii) **Congresses.** With the 2010 Congress being held in Ottawa, Ontario, CNC/SCOR members will consider any appropriate means to assist the Congress Scientific Committee to ensure interesting and comprehensive oceanographic coverage in the program. The Congress will be held joint with the CGU. The Congress theme is "Our Earth, Our Air, Our Water: Our Future". Previous suggestions for sessions included themes based on SCOR co-sponsored international projects, e.g. IMBER, GEOTRACES, or maybe more importantly based on SCOR working group topics as they reach their final stage.

9. Timing and Location of Future Meetings of CNC/SCOR

It was agreed that the next CNC/SCOR AGM would be held in Ottawa in conjunction with the 2010 CMOS Congress. A conference call of CNC/SCOR members will be held on an "as needed" basis between AGMs.

10. Other Business

Gordon McBean reported on several items of interest to CNC/SCOR, including the continuing evolution of the new international research program Integrated Research on Disaster Risk; his chairmanship of the RSC's EOAS Division which is now in the process of evaluating possibilities for new Fellows – all nominations for worthy ocean scientists would be welcome; and, the election of a new Executive Director for ICSU, Deliang Chen.

The meeting formally thanked Gordon McBean for leadership and significant program accomplishments on behalf of CNC/SCOR during his four-year chairmanship of CNC/SCOR.

11. Adjournment

The meeting was adjourned at 13:00.

CNC/SCOR 2009 SPEAKER TOUR REPORT

BACKGROUND

The Canadian National Committee/Scientific Committee on Oceanic Research (CNC/SCOR) is an organisation that fosters and facilitates international cooperation. It is a non-governmental body that reflects the multidisciplinary nature of ocean science and marine technology.

Since 2004, CNC/SCOR has sponsored annual lecture tours with emphasis on (i) interesting and topical issues, (ii) dynamic speakers able to provide clear messages understandable to a multidisciplinary audience, and (iii) topics sufficiently different from the national CMOS tour in the present year. Each year, lecturers from one coast of Canada visit the other coast of Canada, and vice-versa.

2009 LECTURE SERIES

In late 2008, Dr. Kim Juniper (University of Victoria) and Dr. Bernie Boudreau (Dalhousie University) agreed to participate in the CNC/SCOR lecture tour for 2009. Dr. Juniper was to lecture the East Coast and Dr. Boudreau the West Coast.

In addition, in early December 2008, the DG OS-CHS (Dr. Savi Narayanan) was contacted by the Secretary of CNC/SCOR (Dick Stoddart) requesting that DFO coordinate the 2009 session of the lecture tour series. Marty Taillefer (Senior Science Advisor) and Carolyn Hogan (Administrative Assistant) were identified as the DFO team.

COORDINATION TIMELINES

- Early Dec: Logistic Arrangements were provided to DFO
- Mid-Dec: Tour speakers identified to coordination team
- Mid-Dec: Tentative travel dates were identified for each speaker
- Early-Jan: Preliminary coord activities laid out at DFO
- Mid-Jan: Local Centres and institutions were contacted by email to notify of upcoming tours
- Early Feb to early Apr: Coordination, admin and logistics
- Late April: East and west tour events

KIM JUNIPER (UVic) - GOING EAST

- Week of April 20, 2009
- Begin the tour by arriving in Rimouski followed by Quebec and Ottawa before heading east to Halifax and St. John's. Final stop in Toronto on the way back west.

BERNIE BOUDREAU (Dal) - GOING WEST

- Week of April 27, 2009
- Speaker venues: UofA, UBC, IOS, UVic and DFO Ottawa
- Ottawa (200 Kent) was a last minute addition to add an extra tour venue to this session.

SPEAKER FEEDBACK

Dr. Kim Juniper (EAST)

- Generally happy with the way the tour was organized. Two exceptions worth noting:
 - The Halifax coordinator did not communicate with him directly or with the DFO office. All arrangements had been made, but he was not kept in the loop. He had to chase this down at the last minute, at which point he discovered that the local coordinator was out of the country.
 - In the future, he indicated that it would be helpful for the speaker to receive a schedule well in advance of his/her departure.
- Speaker events – his talk at Environment Canada in Toronto was held in a beautiful 200-300 seat auditorium with a magnificent screen and sound system. Seven people were in attendance, including his host and the seminar coordinator. He mentioned this to Eric Kunze, a colleague who did this tour last year, and he related that had exactly the same experience at this same institution. He prolonged his road trip by three days in order to give his talk in Toronto.

Dr. Bernie Boudreau (WEST)

- Was informed in September about his selection as a tour speaker. Found this to be ample notification time to prepare. He was not asked for firm dates until late November/early December.
- He would have preferred traveling in the late Fall when students (and professors) are on campus. That said, his inability to travel in the January-April time frame was his own personal schedule.
- He found the tour admin and logistics a bit confused at start. Accepting Institutes should handle the local accommodations and travel should have been arranged on his own.
- During the tour, admin and logistics went smoothly.
- Good crowds in Ottawa, UBC and UVic. Ottawa, UVic and UBC treated him to dinner and lunch, and he had the opportunity to meet a large number of people that he did not know. He enjoyed these venues.
- UAlberta and IOS were tiny audiences and not worth his effort. IOS did not supply lunch and he ate alone at the cafeteria.
- The admin assistant at DFO was confusing as a coordinator, but my communications with Marty Taillefer were simple and to the point.

SPEAKER VENUE RESULTS

EAST – Dr. Kim Juniper

Venue	Date	RESULTS
Mont Joli/Rimouski	Apr 20	Very Good
Univ of Laval	Apr 21	Very Good
CMOS Ottawa	Apr 22	Very Good
Dal Univ	Apr 23	Good
St John's CMOS	Apr 24	Good
Toronto (EC)	Apr 27	Poor

WEST – Dr. Bernie Boudreau

Venue	Date	RESULTS
IOS	Apr 27	Fair
UVic	Apr 27	Good
UBC	Apr 29	Very Good
UofA	Apr 30	Poor
DFO Ott	May 01	Good

DFO COORDINATION FEEDBACK

1. This activity consumed a large amount of time from this office. All total, approx. 150 combined hours, by Senior Science Advisor and Administrative Assistant, were consumed to coordinate and provide logistics support to this event.
2. The large amount of time was largely due to two main factors:
 - Inadequate administrative support and an insufficient understanding of admin matters associated with domestic travel; and
 - CNC/SCOR logistics arrangement documentation and guidance was inadequate. There simply were not enough details in the logistics documentation to understand the administration required for a successful event.
3. The CNC/SCOR speaker venues were not well identified. For the most part, DFO coordination team had to rely on contact information from CMOS centres. If additional venues were expected (i.e. universities and other government agencies), the contact information was not well presented and identified in the logistics documentation. A lot of guessing and investigation had to be conducted to understand where the venues were expected to occur. This was not a trivial matter.
4. Local centres and institutions seemed unaware of the requested/required hospitality when speakers arrived at airports, hotels or venues. Local funding became an issue and difficult to make arrangements for.
5. CNC/SCOR support was good through the secretary, Dick Stoddart, and financial repayment of travel costs was made expediently from the CNC/SCOR staff.

RECOMMENDATIONS

1. Strong administrative support is required (with good understanding of travel arrangement procedures and polices) to ensure a smooth coordination effort.
3. Logistical Arrangement documentation needs to be reviewed and updated to provide greater details of the coordination requirements.
4. Candidate venues, institutions, earth and ocean science and local CMOS centres need to be well identified in the CNC/SCOR documentation to ensure that the right venues are scheduled and the points of contacts are identified.
5. Centres that receive the speakers should be made aware of etiquette and expected hospitality for a touring speaker.
6. Unless agreed by the speaker, venues that have less than 10 audience members should not be considered as a tour stop in the following year. The cost effort may be too high.
7. Tour stops at Universities should be considered only when the school year is still on. Any events after the end of an academic year risks having a poor audience turn out.

Marty Taillefer
2009 CNC/SCOR Coordinator
May 31, 2009