

Science Planning Committee (SPC)

1. General Purpose. The Science Planning Committee (SPC) reports to the Science Advisory Structure Executive Committee (SASEC) and provides advice to the Integrated Ocean Drilling Program (IODP) Management International (IODP-MI) and, through the IODP-MI, to the implementing organizations (IOs) on annual science and engineering plans based on proposals from the international science community. Such plans shall be designed to optimize the scientific productivity and operational efficiency of the IODP. The SPC shall be specifically responsible for: the custody and initial implementation of the IODP Initial Science Plan (ISP); ranking of mature drilling proposals forwarded from the Science Steering and Evaluation Panel (SSEP) that address the scientific themes and initiatives in the ISP; prioritization of technology and engineering development recommendations forwarded from the Scientific Technology Panel (STP) and Engineering Development Panel (EDP), respectively, needed to address the scientific themes and initiatives in the ISP; advising how drilling proposals and engineering development might be most effectively mapped into a drilling plan based on the IODP multiple platform concept; scientific assessment of expeditions, in conjunction with the IODP-MI Vice-President for Science Planning and Deliverables; carrying out long-term science planning; fostering communications among and between the general community, SAS, IODPMI, and the IOs.

2. Mandate. The SPC shall encourage the international community to develop and submit drilling proposals for the IODP. The SPC shall undertake detailed planning, and may initiate or terminate committees, panels, and working groups as needed in light of developments in science and technology. The SPC shall review SAS membership with respect to disciplinary balance, and approves the chairs of all SAS committees, panels, and working groups reporting to it. The SPC shall be involved in any discussions concerning changes in the SAS. The SPC chair shall approve meeting agendas, times, and locations for all SAS committees, panels, and groups reporting to it. The SPC, in coordination with the SASEC, shall identify needs for and sponsor planning conferences and workshops at intervals determined by long-term science plans for the IODP. The SPC shall assign its own watchdogs to proposals that are forwarded from the SSEP. The SPC shall rank the scientific objectives of the proposals into final priority after the SSEP, and other SAS panels as appropriate, evaluate them. The SPC shall prioritize the technology and engineering development needs of the IODP, as recommended by the EDP, the STP, and other SAS panels as appropriate in cooperation with the IODP-MI and the IOs. The SPC shall approve by at least a two-thirds majority annual science and engineering plans based on proposals from the international science community developed in conjunction with the IODPMI. The SPC shall nominate and prioritize expedition co-chief scientists to the implementing organizations, who make the final selection. The SPC and the IODP-MI Vice-President for Science Planning and Deliverables shall assess the scientific results of expeditions. Much of the work of the SPC will be carried out by the commissioning of reports from other SAS committees, panels, working groups, *ad hoc* subcommittees of its own membership, and its chair or vice-chair.

3. Structure. The SPC shall be empowered to modify SAS as appropriate to the definition and accomplishment of tasks described in the annual program plan as approved by the SASEC. Communication with SAS panels and program planning groups (PPGs) shall be maintained by having their chairs meet with the SPC annually and by assigning SPC members as non-voting liaisons to SAS panels and planning groups as necessary. Where counsel and communication are deemed important, other individuals may be asked to meet *ad hoc* with the committee, its panels, or its working groups.

4. Decisions. The SPC shall reach its decisions by consensus or affirmative vote of at least two thirds of all members present and eligible to vote. A quorum shall equal two-thirds of the committee. Voting records shall be retained by the IODP-MI Sapporo Office and reported in the meeting minutes.

5. Meetings. The SPC shall meet at least biannually, normally in March and September. Robert's Rules of Order shall govern its meetings and those of all of panels reporting to it. Conflicts of interest shall be declared at each meeting, and treatment thereof shall be recorded in the meeting minutes.

6. Membership. National and consortia membership entitlements for SAS committees are stated in the Memoranda among the IODP funding agencies. The SPC chair shall work with IODP-MI and the national consortia committees to maintain scientific balance and breadth of expertise in the committee's membership, and to ensure regular rotation of membership. All appointees to the SPC shall satisfy the fundamental criteria of having the ability and commitment to provide mature and expert scientific direction to IODP planning. Each member shall have a designated alternate to serve in his or her absence. The term of membership shall be three years and at least one third of the members shall rotate off the committee annually, so that the SPC membership shall be replaced every three years. Re-appointment shall be made only in exceptional circumstances. If an SPC member misses two meetings in succession, the SPC chair or vice-chair shall discuss the problem of SAS representation with the appropriate national or consortia representative(s) on SASEC.

7. Chair and Vice-Chair. The SPC chair and vice-chair shall alternate between Japanese and U.S. institutions, excluding the IOs, as prescribed in the Memoranda among the IODP funding agencies. The vice-chair shall replace the chair every two years, with a new vice-chair appointed.

8. Liaisons. The IODP-MI Vice-President of Science Planning and Deliverables; the directors of the IOs, or nominees thereof; and representatives of the lead agencies shall be permanent, non-voting liaisons. The SPC chair shall be a liaison to SASEC, the EDP, and the EPSP, with the SPC vice-chair serving as alternate liaison; the SPC chair and vice-chair shall be liaisons to the SSEP; and the SPC shall assign other liaisons to these and other SAS panels and groups. Science coordinators from the IODP-MI Sapporo Office shall attend and record the minutes of each SPC meeting. Representatives from the IODP funding agencies and implementing organizations (IOs) shall be invited to attend the meetings.