

Procedures for Formation, Merging, and Termination of Community Earth System Model (CESM) Working Groups

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Formation

The CESM Scientific Steering Committee (SSC) has the sole authority to form a new CESM Working Group (WG).

A formal request should be made to the SSC to consider forming a new WG on a particular topic. This request – that can come from the CESM community, the CESM Advisory Board (CAB), etc. – should include a preliminary justification for the need for such a WG within CESM.

SSC should discuss the request at its next meeting. If SSC is in favor of the request, it will ask the proposers of the WG to organize a cross-WG session on the topic at the next CESM Annual Workshop to gauge interest from the broader CESM community.

Following the cross-WG session, the proposers / leads of the session will provide a formal written document to the SSC, further articulating the justification as well as the level of interest, discussions, and community views expressed at the cross-WG meeting.

Based on the written document, but also considering broader implications of a new WG, such as needed resources, scope of the proposed activities, and whether the needed expertise exists at NCAR or within the CESM community to maintain such a WG, SSC may i) approve the formation of a new WG; ii) decide against it; or iii) form an initial Task Team to identify more focused activities and interested community members. The latter is important especially if there is minimal expertise within NCAR.

Merging

A CESM WG is not permanent and can be merged with another WG or terminated.

The CESM SSC has the sole authority to merge a CESM WG with (an)other WG(s).

WGs may evolve over time to have large overlaps / similarities in their memberships and science goals; or a WG may be struggling to maintain its community and merging with another WG would strengthen respective communities.

Under these circumstances, as part of its oversight responsibilities, SSC should have discussions with the relevant WG cochairs and decide if a WG should be merged with (an)other WG(s) or terminated (see below) with input from the CESM community.

Termination

A CESM WG is not permanent and can be merged with another WG or terminated.

The CESM SSC has the sole authority to terminate an existing CESM WG.

Such circumstances can arise, for example, from reductions in funding; change in CESM and / or NCAR priorities; and substantial / unrecoverable loss of expertise, especially at NCAR.

As part of its oversight responsibilities, SSC should discuss and decide if a WG should be terminated under these circumstances with input from the CESM community. SSC may i) terminate the WG or ii) have it continue for one year and re-evaluate its status at that time.