



## Minutes from ASP leadership meeting

Date: 14<sup>th</sup> January 2014

Present: SR, JM, TRC, RNG, MS, TP, DB, PSM

Absent:

Referee: PSM

### 1. ASP organisation 2014

New matrix chart attached.

- Leadership: Torben (TRC) moves from GCRC to ARC. Malene (MS) and Ronnie (RNG) enter GCRC. Tim (TP) enters CEOS. Peter (PSM) is the secretary of the Leadership team.
- Administration: No changes.
- Operations: Ryan Galley (RG) replaces Geoff Gunn (GG) in CEOS.
- Communication: No changes.
- Education: Lise Lotte (LLS) enters ARC. Education representative (NN) in GCRC to be determined.

### 2. Leadership meeting schedule

Leadership team will have a video conference meeting every 6 weeks.

### 3. International Arctic Change 2014 Conference, at the Ottawa Convention Centre from 8-12 December 2014

Leadership team decided to participate in the conference in Ottawa – as this will be a good opportunity to elaborate on future visions/relations/collaboration with ArcticNet (which ends 2018) partners and others, and for the leadership team to plan for the upcoming Baffin Bay activities, which start at the autumn of 2015. The Baffin Bay region is situated excellent for the ASP collaboration. It was suggested to have a Leadership team meeting on the 8<sup>th</sup> December. A Doodle vote has been submitted to leadership team members.

### 4. ASP communication strategy

Communication team had asked for some overall directions for the ASP communication strategy.

Leadership decided following:

- 1) **ASP project/field campaign reporting.** For each official ASP project/ field campaign a short project resume (10-15 lines plus 2-3 photos) must be submitted by the PI to the communication team immediately after completion of the project/ field campaign. The project/ field campaign resume will be published on the ASP-website at each individual research project page below the project plan text, either 1) as a resume with photos, or 2) as a link pointing to a resume on the individual partner website. Communication team design a resume template, and calls all PI' for such reports including all 2013 projects/ field campaign.
- 2) **Annual ASP report.** As above mentioned project resumes will give an overall picture of all ASP activities/ field campaign /projects, the Leadership see no need for other reports, such as an annual ASP report.

**5. ASP Annual meeting 2014**

Next annual ASP team meeting will be held in Aarhus/ARC on Tuesday 4 - Wednesday 5 November 2014. PSM sends out invitation.

**6. ASP definition and financing**

- 1) **Definition of "ASP project"**. An ASP research project is a research project related to an ASP field campaign, and where other ASP partner institutions are invited to participate.
- 2) A need for improved clarification of the financing possibilities within the ASP collaboration has been identified during 2013. There is confusion about the principles. SR will make a draft. When ready it will be published on the ASP-website.

**7. Next leadership team meeting**

25. February 2014.

PSM will distribute agenda 1 week before meeting.