

8th meeting of the OP '24 Symposium Science Committee

13 March 2024, 13 UTC

Agenda

1. **Schedule of the meeting** (based on recent conversations among Marie, Eric C. and Andreas).
Please find here is the link to the draft schedule:
https://docs.google.com/spreadsheets/d/1izRxu4thDst-aJgdvRRsqfE_tEhEeDYC/edit?usp=sharing&oid=115438448711655488619&rtpof=true&sd=true
2. **Finalising/Ranking of invited speakers for each theme.** Please find here is the link to the document with ideas for speakers:
https://docs.google.com/document/d/1ZKs_nMClzLEWivN0G2PMUYZIWn7HIBm4/edit?usp=sharing&oid=115438448711655488619&rtpof=true&sd=true
3. **Ideas for Forum / Discussion / Training / others – covered in item 1.**
4. **Symposium registration opening and website**

Attendance

No	Name	Name	Affiliation	Country
1	Eric	Bayler	NOAA	USA
2	Stefano	Ciavatta	MOi	France
3	Stephanie	Cuven	MOi	France
4	Eric	Chassignet	FSU	USA
5	Fraser	Davidson	ECCC	Canada
6	Marie	Drevillon	MOi	France
7	Audrey	Hasson	GBP/MOi	France
8	Alexander	Kurapov	NOAA	USA
9	Pierre-Yves	Le Traon	MOi	France
10	Elisabeth	Remy	MOi	France
11	Andreas	Schiller	Unaffiliated	Australia
12	Kirsten	Wilmer-Becker	Met Office	UK

Apologies

- Santha Akella, NASA
- Joanna Post, IOC/UNESCO
- PN Vinayachandran, Indian Institute of Science

Discussion summary

1. Symposium schedule

Marie introduced the plans for the symposium schedule which she worked on with Andreas and Eric C. The event will run over 4 days with the 5th day (Fri) set aside for an OPST meeting. The current version is option 1.2 available via Google docs (*see agenda for link, check bottom tabs in spreadsheet*).

The schedule plans include:

Plenary

- 30 min plenary talks introduction to the sessions / keynote presentations
- “Introduction of the day” slots (30 min) each morning could provide an overview of the current day schedule, housekeeping info, and could contain summaries of the splinter sessions of the previous day

Action 1: The name “Introduction of the day” should be rephrased to make this slot more interesting so people attend it.

Splinters

- Number of oral talks could be more than 100 in the splinters. Currently we work with 20 min (15+5) per talks. This may need to be adjusted when the abstracts are in.
- Rooms sizes of splinter sessions vary a lot. Need to allocate splinters/themes to rooms according to interest / number of contributing talks

Posters/booths

- Long lunch/poster/booth sessions (90 min) over midday and late afternoon on day 1-4 for informal exchange and networking
 - o Currently there is space for 50 posters. If number of posters increase, we would not be able to have all posters displayed throughout the event but would need a second round of posters after half of the symposium

Training

- All training sessions current planned for day 4 (Thu)
- To diversify it could be considered to run short training units (maybe for 30 min) during the poster sessions
- Rooms are available until ~ 18:30 each day, which could allow training to also take place during the afternoon poster sessions
- We should already contact potential trainers now to make sure training will be available
- Training interest will be collected through the registration form and will have direct impact on what training is going to be offered

Panel discussion/forum

- Panel discussions/fora are currently planned for Thu (day 4). It was suggested to consider spreading these a bit more around to diversify the symposium structure.

- We should identify good topics/questions for the panel discussion to be able to draw recommendations from the event, and get people involved.
- Splinters could include a discussion at the end of the session

Cocktail/dinner

- Possible dinner has been moved from Thu to Wed
- An OPST dinner could be organised for Thu evening

2. Keynote speakers

The current keynote presentation slots are 30 min long, so a max of two keynote speakers sharing the presentation is anticipated. It was suggested to invite one senior and one junior keynote speaker per theme for them to organize the presentation together.

We collected names of possible keynote speakers on the Google doc, but not all themes have enough speakers. It was proposed that:

Action 2: The **theme co-leads** should rank the proposed keynote speakers for their theme and suggest a senior and junior speaker to the OP 24 science committee for approval. If not enough speaker options are available from the Google doc, the co-leads should propose new speakers for the OP24 science committee. Agreement on which speakers to invite should be discussed and agreed at the next meeting (10 April 2024).

The keynote speakers will have to be agreed by the next meeting on 10 April, so we can start sending invitations.

Action 3: Invitations to keynote speaker will be prepared by the **OP programme office**. The invitation will include the keynote speaker ToR.

The keynote speaker ToR should invite speakers to:

- provide an overview of the current status of the theme
- make an effort to present a community view/ perspective
- include a forward-looking aspect of the theme
- give a global, visionary talk

3. Symposium registration opening and website

We will organise the symposium using pre-registration which will include abstract submission, with the payment for the event to be collected at the time of the abstract acceptance. This will allow flexibility to calculate the actual contribution needed to cover costs for catering more accurately. Registration and abstract submission are planned to be opened by the end of March.

4. Next OP'24 meeting of Science Committee

Wed, 10 April 2024, 13:00 UTC