



## **Steering Committee Meeting Minutes**

18 May 2011

FIG Working Week Marrakesh - Morocco

1. Welcome, Opening Remarks, Roll call

Mikael welcomed the Steering Committee to the meeting.

Present – Mikael, Rob, David, Volker, Allison, Graeme, and Michael Denis (for Neil Weston).

Apology – Neil Weston

2. Confirmation of Agenda

Agenda was confirmed

3. Action items from previous Steering Committee minutes – Refer to Action Items spreadsheet “Sydney”.

The action item list was reviewed and it was agreed by the Steering Committee that the majority of the actions had been attended to.

4. Report from WG’s - progress and general discussion on workplans and issues

Generally, all working group Chairs have been assisting Mikael to develop the 2011-14 working plan, and with the preparation of the technical program for Marrakesh.

**Action** - it was agreed that all Vice Chairs now need to start or continue the development of their membership for their working group. Noting also that Rob is available to assist i.e. standard letters, email lists, or for distribution. Also as the membership of each working group grows each Vice Chair needs to email Mikael and Rob the details of each member so that the Comm. 5 membership database can be updated and forwarded to FIG Office.

5. Discussion of Inter-WGs and Inter-Commissions activities both current and future– ie within Comm 5 and with Comm 4 and 6.

There has been little action to date in this item however for more information on the Ubiquitous Positioning joint working group with Comm. 6 (and IAG) and ‘proposed’ joint working groups on Laser Scanning (with Comm. 6) and Vertical Reference Frame (with Comm. 4) refer to current work plan.

**Action** - if Commission 5 has been nominated as the ‘facilitator’ or lead Commission for this joint working group then the Chair of the working group will need to instigate the development of a work plan for the joint project, oversee it’s management and facilitation.

6. Report from ACCO

Mikael and Rob attended the ACCO meeting on 17 May 2011. The following highlights relevant to Comm. 5 were -

- FIG Marrakesh WW – 1400 plus participants, 530 papers, and Chairs need to keep the technical sessions and meetings on scheduled time,
- Peer Review System –
  - for the Marrakesh technical program - 62 papers peer reviewed, 30% were rejected, 3 papers were ‘totally’ rejected while the rest were incorporated into FIG ‘normal’ technical program.
  - future actions – the statistics on the reviewer and an up to date reviewer list needs to be maintained to assist Commission officers to manage this program
  - Steve Franks to continue as facilitator of the peer review system.

**Action** – Rob to get the current list of reviewers from FIG Office and then circulate to Vice Chairs for their comment.

- FIG President provided a presentation on UN Habitat and FIG’s possible participation. Mikael advised Teo of Comm. 5’s existing liaisons with UNOOSA – ICG agency.

**Action** – Rob to circulate Teo’s presentation to the Steering Committee, seeking their comment on Comm. 5 linkages to the UN Habitat.

- FIG WW 2012 Rome – Commissions need to start thinking about ‘hot topics’ for the WW; there will be a 2 day Young Surveyors Network conference to be held prior to Rome WW.

**Action** – Comm. 5 to consider hot topics for the WW and possible involvement in the Young Surveyors Network.

- Two new task forces - Surveyors and Climate Change AND Property & Housing work

**Action** – Comm. 5 to consider our possible involvement.

- Commissions need to consider projects / proposals for the grants from the FIG Foundation,

**Action** – Comm. 5 to consider possible projects / proposals requiring grants. Note refer to FIG website for more information about FIG Foundation workings.

- Commissions need to start considering possible Chair Elects

- There maybe changes to the FIG Statutes such as the voting rights of Member Associations

7. FIG Liaisons update and future– ie with UN, IAG, ION, ISPRS, PCGIAP. Includes – reports on events with sister organisations, attendance to any relevant conferences, new opportunities / liaisons, future projects / arrangements (ie FIG / IAG document). With emphasis also on particular events for 2011 – ie IUGG Melbourne, IAG Schools –Geoid / Reference Frames, PCGIAP – APFREF etc, MMT, ION, ICG etc

**Action** - Rob to clarify the process and related documentation via FIG Office with respect liaisons with other professional organisations.

**Action** - Mikael and Allison to meet with Dorota (ION) at Marrakesh or IUGG Melbourne to discuss MMT and activities.

IAG Meeting – Chris Rizos, Mikael, Gethin, Allison, Volker, and Rob met to discuss the following:

- Maintain existing events (Deformation Measurement series and MMT symposia) and relevant documentation i.e. linking document.
- Continue existing projects ie APREF, AFREF etc however new initiatives for consideration
  - IAG workshops on Reference Frames and / or Geoids – possible project outcome is to standardise this process with a template to facilitate the implementation and ongoing management.
  - Publications –
    - Reference Frames in Practice – operational / practical guidelines / roles of organisations etc – link to workshops?
    - Multi GNSS Environment – operations and management
  - Management of GNSS or geodetic data “sharing and access” between organisations and countries
  - More interaction between “manufacturers” and scientific organisations – especially with respect to the revision of new workings / findings
  - Ongoing promotion of GGOS and role of national geodetic infrastructure.

**Action** – Rob to circulate Chris Rizos’s email regarding IAG / FIG liaison and project proposals.

**Actions** – Mikael and Rob to update IAG / FIG documentation, arrange meetings between FIG and IAG reps regarding workshops, publications and other proposals – target date – is for a joint meeting in Melb IUGG June 2011.

8. Activities for future FIG symposiums – primarily technical sessions / workshops / forums

**Action** – For FIG WW Rome, is for the Steering Committee to investigate and consider hot topics for Rome

**Action** – For the Steering Committee members to provide a report on FIG related symposia that they attended or participate in. The report should be a summary of highlights relevant to Comm. 5, and event statistics. The report will then be posted to the various Comm. 5 website locations.

9. Website upgrade – general discussion on what can be improved upon from 2007-10 term  
It was acknowledged by previous Steering Committee members that our websites will need to be better maintained and become more attractive to members. The addition of linking ‘social media / networking’ to our website was also discussed.

**Action** - All to review their website and propose new content for their website ASAP.

**Action** – Rob and Mikael to approach the Young Surveyors Network for ideas regarding the website

10. Define and clarify our basic communication protocols and admin procedures with – ourselves, FIG Office, other organisations etc.

New Steering Committee members sought more information regarding the workings and protocols relating to being an FIG commission officer. It was suggested an information package be put together.

**Action** - Rob to follow up with FIG Office and prepare a basic induction package. Circulate for comment.

11. Feedback, review and reflection on the technical program and other activities with respect to Marrakesh.

**Action** - All to note highlight papers and other good/ bad points regarding the WW. Email to Rob or Mikael

**Action** - All to email Mikael and Rob a summary of the technical sessions they attended ; comments on any meetings, 'news' and social activates; interesting photos etc of the Marrakesh WW for the creation of our report. Steering Committee needs to make this a priority.

12. Next Steering Committee meeting.

Proposed for July/ June 2011 at IUGG Melb. Possible attendance – Mikael, Allison, Graeme, Rob, Chris Rizos, NGS rep (Michael Denis to advise who maybe coming).

**Action** – Mikael and Rob to organise in liaison with Chris Rizos.

**Action** – Michael to advise who from NGS can attend IUGG Melb