

**Final IHP Meeting - September 11-13, 1996
Kiel, Germany**

MINUTES

Attending:

IHP Members:

Yoshiaka Aita, Warner Bruckmann (Host), Patrick Diver, Patricia Fryer (Chair), Graham Glenn, Brian Huber, Michael Loughridge, Chris MacLeod, Gilbert Maudire, Carla Moore, Henry Spall, Lynn Watney, Roy Wilkens

IHP Liaisons:

William Sager (PCOM), Lucy Edwards (SMP), Ann Klaus (ODP Pubs), Russ Merrill (ODP CS), Mary Reagan (BRG), Steve Hurst (TECP), William Hay (SGPP)

Day 1 - Wednesday, Sept. 11, 1996

Introductions: The panel members introduced themselves and stated their affiliations.

Announcements: Transportation arrangements for getting to GEOMAR were reviewed. The ferry schedule was provided.

The minutes of the last IHP meeting were approved.

Action items: A discussion of disposition of a matter involving a breach of publications policy and potential misconduct on the part of a former shipboard scientist was conducted and an update on related matters was presented by Fryer. A group was requested to review these materials and to draft recommendations to be forwarded to PCOM for full panel review on Thursday.

The panel also charged a small subcommittee to review the files of potential non-performers and to report to the panel on Thursday.

Report of the Paleo/Strat Subcommittee meeting was presented (see Appendix 1).

The report highlighted the activities of this standing subcommittee of IHP, which encompass, but are not limited to the following:

- * Recommendations regarding policy on the long-term access to prime biostratigraphic data,
 - Acquisition and integration of DSDP/ODP data
 - Maintenance of data
 - Migration of data
- * Review of standards in biostratigraphy and making recommendations regarding the preservation of data,
 - data capture
 - Monitor and further development of the JANUS data model
 - Promote standardization of biostratigraphic database to ensure usability throughout the scientific community (including fields other than biostratigraphy)
 - Help define data extraction capabilities from the database
- * Making recommendations regarding oversight of age models and their use (ensuring that the necessary tools are available on the ship)
- * Making recommendations as to ways to maintain quality and standards for presentation of biostratigraphic data in publications
- * Establishing and maintaining alliances with other taxonomic/stratigraphic efforts
 - taxonomic databases (e.g., IUBS/TDWG)
 - foster development of taxonomic catalogs

develop links with other related scientific programs (PAGES, IGCP, IMAGES)

*Making decisions regarding policy of and monitoring of the Micropaleontology Reference Centers for which the lead Curator (an IHP member) has direct responsibility.

*Recommending policy on issues related to recording and archiving biostratigraphic data on the JOIDES Resolution.

This report included the MRC report and an update on plans for the Stratigraphic Database Center and the following recommendations for actions:

An MRC forum collection move to Rio de Janeiro:

- 1) Wolf Berger's objections were noted
- 2) News that a new position was filled at Rio with a paleo person.

IHP again supports its decision to permit the move of the forum collection to Rio.

B. Moscow MRC activity:

- 1) Diatoms and Forams both are partial collections in Moscow. Remaining collections are stored at the Smithsonian Institution.

Recommendation - Huber would like to send remaining samples to complete the diatom and foram collections at Moscow MRC. The IHP recommended to Brian that he send the Diatoms but hold the Forams until some agreement is reached for providing the necessary vials etc. to process the samples. The panel suggested that the Moscow Curator (Basov) be invited to attend the next curatorial meeting.

- 2) The Radiolarians, Nannofossils, and lithologic smear slides were never sent to Moscow, These are stored at Scripps.

Recommendations - Huber would like to advise the community regarding availability of these nannofossil, radiolarian, and lithologic smear slide collections in hopes of establishing new subloan institutions. The IHP agrees.

C. Production of smear slides

Recommendations - Huber would like the Bremen core repository to take over production of 4 sets of lithologic smear slides. IHP agrees.

Proposed New JOIDES panel structure: Fryer presented a short summary of the proposed new JOIDES advisory structure as defined in the PCOM Agenda book (PP 237-250, see Appendix 2) highlighting the rationale for change of panel structure. The PCOM asked EXCOM to reorganize the JOIDES structure in order to mirror the Long Range Plan. The Long Range Plan embodies a change from a purely individual science driven program to one in which themes are identified at the highest levels of the program and proposals responsive to these themes are encouraged. The suggested reorganization of the science and operations advisory structure reflects this "top-down" philosophy. Fryer summarized her recommendations to PCOM regarding the possible distribution of IHP mandates, as contained in her email to the JOIDES office of July 24, 1996 (see Appendix 3) and summarized Will Sager's comments on those recommendations (see Appendix 4). Sager provided additional information that the OPCOM is intended to be a small subcommittee of the Scientific Measurements Panel. Thus, this may change some of the recommendations made in July. Fryer

encouraged the panel to keep this new structure in mind, because the primary task of this IHP meeting is to try to find niches for the IHP mandates and functions within the proposed new structure. Fryer listed the proposed new panels and requested the IHP members to suggest names of individuals who might serve on these panels. She asked the panel members to think about these panels over the next two days and consider additional names that could be added to the list as the meeting proceeds. Fryer explained to the panel that PCOM has appointed a subcommittee, chaired by Will Sager and consisting of the chairs of the former service panels, PCOM liaisons to those panels, a representative from the non-US partners, Dave Falvey (JOI), Tim Francis (TAMU), and Dave Goldberg (BRG-LDEO), to be involved in discussions of the formulation of the new ODP Scientific Measurements Panel, its mandate and membership.

PCOM report: Will Sager presented a summary of actions taken at the most recent PCOM meeting in Australia, August, 1996:

Prospectus: Area of operations to be Southern Atlantic, Indian Ocean, Antarctic margin, and far-west Pacific.

New partner: Korea takes 1/12 trial membership in Can-Aus consortium

Budget still flat: A portion of every meeting is discussion of cost priorities. Now "X-based budget." JANUS, DCS, and other engineering usually get go-ahead.

LRP: finished December 1995 and published March 1996.

PCOM asked by EXCOM to reorganize JOIDES advisory structure to reflect LRP. Done April 1996; approved by EXCOM in July 1996; revisited August, 1996.

PCOM makes 5-year plan. To be used for budgeting and selling program at renewal

PCOM responses to IHP recommendations:

Publications: IHP made statements supporting publications

Recommendation: Continue Publications Subcommittee

Action JOI will form Publications Steering Committee

JANUS

Recommendation: Find resources to complete JANUS

Action: Funds have been approved to complete JANUS-1

Recommendation: Proceed with migration of historical data to JANUS

Action: RFP has been circulated for data migration

Curation

Recommendation:: do not cut summer student helper curatorial funds

Action:: none

Will Sager presented a summary of other actions taken by PCOM at its meeting and described a dilemma set before the PCOM regarding the move to electronic publications (see Appendix 5).

Sager also provided a summary of actions related to publications

Publications: Recent History

December 1994:

PCOM asked to consider ways to improve publications and reduce annual cost by \$600K by FY 98.

PCOM subcommittee formed; H. Dick polls JOIDES panels; finds diversity of opinion.

January 1995:

Subcommittee meets. Recommends smaller IR, SR plus move to electronic publication. Publication moratorium examined.

Recommends extension of SR article deadlines.

April 1995:

PCOM endorses Subcommittee plan. Recommends deadline extension, reductions in scope, etc. Reaffirms support for SR volume.

December 1995: PCOM accepts IHP recommendations on Publications plan; accepts recommendation to purchase scanning equipment.

January 1996:

EXCOM requests input from PCOM about which services to reduce or curtail to make funds available for LRP innovation

April 1996:

PCOM recommends publication of DSDP style volume (IR+SR) with 48 month post-cruise deadline

Inspector General makes "unsolicited" review of ODP publications; recommendations (1) cease publishing SR volume ASAP and (2) make electronic version of IR and cease printed publication. Savings of \$1.1M projected.

May 1996:

PCOM subcommittee meets at ODP. Ceasing of Printed publications seen as only method of saving significant funds. Subcommittee reluctantly agrees to electronic-only publication, but only with transition period for SR volume

July 1996:

EXCOM accepts PCOM subcommittee recommendation for transition to electronic only publication. Recommendations never formally approved by PCOM.

August 1996:

PCOM informed of April motion must be revisited because DSDP style volume will cost same as present publications.

Subgroup of PCOM rewrites subcommittee recommendations: SR volume to go electronic with next Leg (169) while retaining printed IR volume until about Leg 175 (with evaluation later) (see Appendix 5)

Nearly half of PCOM abstains from vote.

IHP notes that the on-going changes in the plans to reformat the ODP publications during the last year and a half have wasted ODP funds. This is because there has been insufficient time to evaluate the effects of any of the implementation plans and insufficient input from the community. The ODP/TAMU publications representative reported to IHP that the on-going changes in the publication plan during this time period have consumed a significant portion of the staffs' time (in creating multiple budgets and implementation plans in response to inconsistent Panel/JOI instructions) and have made it nearly impossible for ODP to provide advance notice (prior to sailing) to the scientific community with regard to the product they can expect for each leg. In addition, the department has begun to see high staff turnover rates, as trained employees become concerned about the insecurity or uncertainty of their jobs in the near future because of indecisiveness and inconsistency from the JOIDES advisory bodies.

This seemingly rudderless activity has distracted Publications from their jobs and has diverted publications funds from the functions they are meant to support. For example, Ann Klaus noted that in May of 1996 (in preparation for the May JOI/PCOM Publications Steering Committee meeting at ODP) the ODP/TAMU staff invested the equivalent of \$18,000 in payroll to the preparation of requested new publication scenarios and related budgets.

Such activities waste valuable time and assets (both financial and personnel). They are self-defeating if scenarios continue to change on such short notice and if cost estimates are used in a manner other than that for which they were intended.

The IHP recommends that the Publications Steering Committee that JOI intends to convene ensure that once some final decision is reached with regard to the future publications of the ODP, a set period of trial implementation is provided for so that the effects of the changes can be evaluated in a deliberate manner. Further, the IHP hopes that the Program will provide for a long-term group to provide oversight of the ODP publications operations and policies and to ensure the necessary continual feedback regarding evaluation, special requests for exceptions, keeping up-to-date on technological up-grading.

Question from IHP members: Panel members were concerned as regards why the Inspector General became involved in the evaluation of ODP publications. The IG office is meant to deal with matters of fraud, deliberate mismanagement of funds, malfeasance, etc. John Falvey informed the panel that the NSF managers of the ODP funds (Malfait and Heinrichs) had stated that they had not requested the IG review and did not know who had. No one on the IHP could remember the ODP ever having been investigated by the IG office in the past. The IHP is concerned that such investigations reflect poorly on the Publications office and on the Program in general. As presented to the panel, the actions concerning this investigation seem unusual. The IHP strongly supports the Publications staff of the ODP and hopes the PCOM will do so also. If this investigation came at the instigation of an individual in the community it may be necessary to remind the community that such actions can have serious adverse effects. Thus, the IHP offers the following recommendation:

The IHP recommends that with regard to the matter of the Inspector General's investigation of ODP publications, the ODP community be aware of the potential negative effects of such investigations on the Program. The IHP endorses fully the integrity of the publications staff of the ODP/TAMU. Although the IHP recognizes that the IG's office may investigate any aspect of operations under its purview for any reason, if such actions are prompted by a desire on the part of disgruntled individuals, such individuals should be reminded that by doing so they do harm to the reputation of the Program at a time when it will be facing particularly critical deliberations regarding renewal.

The IHP discussed the issue of migration of the legacy data: John Farrell explained that Dave Falvey intends to send out an RFP, or request for letters of interest, asking Institutions and various groups to see if people are interested in migrating data into the database (an expression of interest is to come in by November 1 for a meeting in January). Falvey intends appointing a Working Group to oversee implementation of the data migration. A concern was offered by Mike Loughridge who noted that new Federal Standards regarding archiving of data are to be implemented soon. He emphasized that this kind of issue requires a long-term management oversight so that the database will remain up-to-date. The IHP hopes that the Legacy Data Migration Working Group and the JANUS Steering committee will provide for the creation of a subgroup of the new Scientific Measurements Panel (herein called SciMP, to distinguish it from the existing SMP) to remain active and be given a charge to oversee the continuing need for database issues and data migration efforts. It was thought that this could be part of a mandate, at the SciMP level, to oversee database issues and publications, as the two are intimately linked. The individuals involved might easily be the same as those needed to oversee and provide continual evaluation of publications, as described above. The question was asked as to how much of the

\$300K designated for the migration of the legacy data would be required in order to evaluate the proposals submitted in response to this RFP. It was reported that Rakesh Mithal estimated that evaluation would require approximately \$100K, although estimates vary. The IHP is concerned that this is a large figure!!

The panel returned to a discussion of the proposed new ODP advisory structure. As the panel understands it, the rationale for the structure was to break up the current PCOM (which is overloaded with work) into a SCICOM, to deal with science planning, and an OPCOM, to deal with operations. The OPCOM is to be a small (3 to 5 members) subcommittee of SCICOM, the chair of which is to be the SCICOM chair. It is not clear whether OPCOM will meet on a regular basis, or be convened only when need arises. If the latter, there will be no established mechanism by which operations groups in ODP can obtain advice regarding policy and long-term functions. Operational advice is to be provided to the OPCOM through the efforts of working groups that may be convened on an ad hoc basis to deal with issues as they arise. The IHP is concerned that unless careful instructions are provided to these working groups by the SCICOM/OPCOM this method of operation has the potential for repeating the type of short-term, short-notice activities characteristic of the recent publications history. The IHP is sympathetic to the pleas of the publications group that they not be subjected to any more of what they consider to be "jerking around." If ad hoc advisory committees are also convened at other levels in the ODP advisory structure, the potential for inconsistent advice and a lack of clear guidance is increased.

IHP noted that in the new advisory structure there will also be several JOI-coordinated ad hoc working groups formed to deal with functions such as JANUS, Publications, Migration of legacy data, Curation, and "others as the need arises." If there are to be two bodies (JOI and the SCICOM/OPCOM) who can convene ad hoc committees for advice, the "Gang of Four" will have to arrange for a greater degree of interaction than that in which they currently engage. This will be necessary because they will have to address greater levels of detail regarding the functions of the operational aspects of the Program if they are to avoid having simultaneous committees providing advice at different levels of the advisory structure. This is going to create inefficiency at the highest level in the Program. The IHP does strongly agree there is need for subcommittees to deal with the functions of the various operations groups, and it agrees that in some instances executive decisions are the most effective way of making changes, but only with regard to thematic issues. The IHP sees several potential problems with the creation of high-level ad hoc advisory committees. The first is obvious, that if simultaneous ad hoc advisory committees are at work, there are likely to be conflicts in the nature of the advice given to the Program on a given matter. The IHP sees two problems with the proposed scenario of several JOI-coordinated ad hoc committees; a short-term problem and a long-term problem:

1. Short term: If such ad hoc committees are coordinated by the JOI office they do not benefit from interaction with the community and panels (i.e., they represent top-down functionality not community-/science-driven functionality). At best this decreases the efficiency of the advisory structure of ODP. No large management scheme known works effectively with all the detailed decisions being made at the top (JOI) and with little delegation of responsibility to lower management levels (panels) (see comments below). It also places the ODP in danger of receiving inconsistent advice because steering committee members may be influenced by special interests. In the old advisory structure such interests could be damped out by passage through the hierarchy of panels. The result of the proposed scheme may be more short-term, short-notice decision making. With multiple advisory

bodies the potential for conflicting advice and unwarranted expense in responding to the conflicting recommendations.

2. Long term: The appointment of ad hoc steering committees or working groups fails to provide for the long-term oversight. Once the Publications Steering Committee is disbanded, for instance, who will provide for oversight, evaluation of the effectiveness of publications produced, advice on requests for exceptions to the deadlines and policies, and who will advise the Program regarding possible modifications of policies that may need reconsideration, etc.? The IHP sees a need for establishing long-term mechanisms for providing these sorts of advice. All functions of the ODP that maintain a long-term activity require an advisory body to assist with the day-to-day, year-to-year running of that operation. It would be grossly unfair to the members of the newly forming Scientific Measurement Panel to require them to perform all these functions, as well as those that may be recommended by the current SMP and DMP. The IHP sees the new SciMP as potentially overburdened if some auxiliary body is not designed that can provide for the long-term panel-driven advice that best reflects the community's needs.

IHP recommends that the long-term functions of the ODP be overseen by long-term standing committees of some sort. IHP further recommends that care be taken to avoid convening multiple ad hoc advisory bodies simultaneously to advise different levels of the ODP structure on the same functions.

Mike Loughridge noted that the IHP had not heard in detail the views of the non-US partners regarding the new advisory structure. He asked that the non-US partners present give a brief summary of how their constituencies viewed the plan:

Gilbert Maudire reported that for France the money is the issue of principal concern and thus it is good to get rid of a panel.

Yoshi Aita reported that at the Japan ODP meeting the Japanese were concerned regarding the fact that to combine the IHP, SMP and DMP there will be too much to do for that panel. He agreed that it would depend on the structure ultimately decided upon. He reported that Japan has suggested a person to serve on the new SciMP.

Warner Brueckmann reported that 90% of the German constituents have a lot of questions about the publication changes. There is little concern over the "over-all structure" of the new advisory structure, but there is worry about the fact that there appears that there will be no control over what's going on "on top," at the JOI level.

There was some general discussion of these reactions including the following:

Lynn Watney provided some comments, expanding on this matter. He noted that this represents a change in management style that eliminates a major function of the advisory structure. This "top-down" mechanism can provide quick reaction at the executive level, but provides little room for recommendations through "channels." He recommended that a mechanism be preserved for recommendations through channels. He commented that "long-range planning" has been impossible lately (especially in the last 6 months).

Fryer displayed the flow chart of the "Flow of Science Advice" (p 244 of the August PCOM agenda book (see Appendix 2)). She added, at the top of the chart, the JOI coordinated advisory bodies that are known to be envisioned (JANUS Steering Committee, Publications Steering Committee, Migration of Legacy Data, Curation Workshop) as bubbles with reporting lines only to JOI, as was the plan as of the IHP meeting. Some members of the IHP immediately labeled this concept as the "bubble idea."

Pat Diver noted that in Industry the model is that big thematic issues are decided at the executive management level. Decisions regarding details of implementation are sent down to the lower management levels, otherwise it bogs down the process. The "bubble idea" with advice on details of operations going only to the executive level is never enacted in industry.

Will sager noted that some sort of a "bottom-up" advisory mechanism must be preserved. He suggested that the reports of the "bubble chairs" go to SciMP.

John Farrell provided the IHP with the agenda for the Curation workshop:

He noted that the primary objective of the meeting is to explore how ODP can more effectively maximize the scientific return from ODP materials while maintaining the high quality of core curation and repository activities

He noted that recommendations will be put before PCOM/SCICOM before implementation. Discussion will focus on a variety of topics, including:

- (1) the general sample request policy (including forms) and associated procedures,
- (2) sampling from "dedicated holes" and "composite depth sections;"
- (3) "re-curation", the effort to alleviate core degradation and ameliorate existing collections;
- (4) curatorial practices in light of the 1996 LRP initiatives;
- (5) capacity of core repositories;
- (6) integration of samples from other drilling platforms into the curatorial system;
- (7) integration of sampling/curation policy and the new publication policy;
- (8) the connection between sampling/curation and the JANUS database management system; and
- (9) the philosophical debate over sampling vs. archiving core material.

Some IHP members expressed concern over whether a 2-day working group can accomplish a full evaluation of all of the issues outlined. Such issues involve policies that have taken years to establish, that require maintenance in the form of evaluation of effectiveness, and that require an adequate mechanism for responses to requests for exceptions. The agenda as presented lacks provision for long-term debate of the sort that has created the policies that this workshop is meant to discuss. The statement that recommendations be put before PCOM/SCICOM before implementation, suggests that PCOM/SCICOM may not be given sufficient time to request advice from the new SciMP, the body that will most likely take over the functions of the service panels, before it is required to respond. Because a 2-day workshop will not be able to accomplish detailed examination of the issues outlined, the most positive possible outcome is that it will provide some innovative suggestions as to how to improve policies regarding the issues. If contrary suggestions come from the "trenches" (the PCOM and SciMP level), as has already been the case with the recent publications situation, who will make the final decision? The IHP strongly feels that the Curation Workshop has great potential for benefit to the system, but only so long as it is used as a vehicle for stimulation, and not as a means for rationalizing a preordained agenda of executive directives.

The IHP fully supports the need of the JOI office to obtain rapid responses for thematic aspects of the program. However, the most effective means of implementation is to delegate authority for detail to lower-level management. If the JOI office intends to establish and maintain implementation committees it must permit these to interact directly with the panel structure. The JANUS SC is a good example, its reports go directly to JOI, but also directly to the IHP and SMP. Both the IHP and SMP have liaisons who are members of the SC. The two service panels have spent considerable time involved with selection of User Group members, prioritization issues, and definitions of various aspects of the

data to be included. If the JOI office issues directives on the advice of the JOI steering committees without permitting the panels direct access to the deliberations of that steering committees, the panels will be forced to establish their own advisory subcommittees to assist it in implementation. Establishment of one Steering Committee at the JOI level and coeval advisory subcommittees at the lower (panel) levels to deal with the same programmatic issues will be counter-productive. The IHP strongly opposes the notion that reports from the chairs of the JOI-coordinated subcommittees go exclusively to JOI.

The IHP recommends that any JOI-coordinated ad hoc committees have liaisons from the PCOM/SCICOM and the new SciMP and that any reports from the JOI-coordinated committees go jointly to PCOM/SCICOM, SciMP, and JOI.

After reviewing the description of the currently proposed new advisory structure the IHP is concerned that the structure may be a difficult one in which to find niches for the mandates of the IHP. The IHP recognizes that to try to expand the mandate of the SciMP to encompass all of those mandates would be too burdensome. It suggests instead that a standing subcommittee of SciMP be created to deal with the long-term oversight of certain aspects of the ODP that have previously been the purview of the IHP. Suggestions were made that this subcommittee could possibly do some of its business via email, could tap specialists from the user community or outside advisors on occasion, as required, to respond to specific needs.

The IHP recommends that the scope of the mandate to the SciMP be broadened to encompass most of the mandates of the IHP (as well as the SMP and DMP), but that the activities of these mandates be performed via some mechanism that distributes responsibility within the SciMP with outside help on an as-needed basis.

Publications Report (see Appendix 6 for report from ODP/TAMU Publications)

The publications report was updated with a few corrections and Ann Klaus requested the panel look over the current Publications Policy (see attached sheet at the end of Appendix 6). The panel endorsed the policy with the exception that it recommended that the policy should contain a statement that non-performers will be precluded from receiving any further samples until such time as they have removed themselves from the status of non-performers.

Ann Klaus presented the IHP with a short summary of the recent changes in directives to the publications group as a consequence of the rapid shifts in EXCOM vs PCOM recommendations regarding publications (as described in the Publications history presented by Will sager (see PCOM report above - p. 2-3). The panel expressed its concern over who would eventually resolve the problem, PCOM or EXCOM. Subsequent to its Kiel meeting (i.e., on Oct. 1), the IHP was informed that a directive from JOI was issued, dated Sept. 13 1996, to move to electronic publication with the following schedule.

NEW VOLUME FORMAT

Initial Reports:

Volumes 169-175:

Book:

- * site summaries
- * site chapters
- * operations reports
- * scientific overview authored by co-chiefs

* guide to usage of material on CD

CD:

- * prime data (core-description forms and core photographs,
- * thin-section descriptions, smear-slide descriptions) large data sets
- * viewable volume of book material

Volumes 176 and beyond:

CD:

- * site summaries
- * site chapters
- * operations reports
- * scientific overview authored by co-chiefs
- * prime data (core-description forms and core photographs,
- * thin-section descriptions, smear-slide descriptions) large data sets
- * viewable volume of book material WWW version of CD material

Scientific Results

Volumes 152-168:

Book: Contains peer-reviewed papers

Note-- Beginning with 160:

- * publication permitted in outside literature at 12 months post-cruise
- * SR volumes limited to 500 pages; reprints no longer published in book.

CD: Viewable volume and data sets

Volumes 169 and beyond:

CD: Entire publication published on CD (no book) WWW version of CD material

(In the directive it was noted that the shift to CD-only publishing will only proceed if JOI receives a recommendation to do so from the Publications Steering Committee and endorsement by the JOIDES Scientific Community.)

The panel discussed its concern over the archivability of the electronic publications. Dave Lazarus suggested that libraries would probably make hard copies from CDs. Lucy Edwards asked if authors would receive reprints. Ann Klaus answered no, that under the new scenario there would be no provision for any type of hard copy. Russ Merrill suggested that a small number of SR and IR volumes be printed as archival copies and be distributed to the ODP offices and to a small number of other selected sites. The IHP supports this suggestion as follows:

IHP supports the suggestion of the ODP operator that a printer be identified who would agree to print on demand a small number of hard copies (10-50, the final number to be decided by PCOM/SCICOM) of ODP SR and IR volumes be printed, to fulfill the archival obligations of the Program, and that copies be distributed to selected localities (libraries, ODP offices, etc.).

The panel discussed a letter forwarded from Jim Natland to Bob Dietrich via email dated 9/5/96 regarding publications issues that were to be voted on by the PCOM. The letter expresses concern over the circumventing of normal procedures with regard to issues of ODP Publications. The IHP is sympathetic to the complaints voiced by Natland. Because of the recent rapid changes of policy regarding publications damage is being done to the morale, functionality, and budget of the ODP

Publications group. The panel was asked by John Farrell as to which scenario for moving to electronic publications the IHP would favor (that proposed by PCOM or that by EXCOM (See Appendix 5). The panel unanimously stated that both the scenarios are ill-considered and would prefer not to choose either. If it had to, however the panel members' straw vote was 7 for PCOM, 6 for EXCOM, and one abstention.

Day 2 - Thursday, Sept. 12, 1996

Announcements: The panel decided to meet at 7:00 PM for the "Last Supper."

Ethics issues and Nonperformers:

The chair presented a summary of the decisions regarding a case involving issues of a breach of publication policy and of potential unethical behavior. A letter of censure for the breach of publications policy was to be drafted along with a recommendation to PCOM as to how to proceed. As the panel is to be disbanded it was decided that further issues involving the unethical behavior should be forwarded to the PCOM level for adjudication. The IHP recommended that a small group familiar with the field involved be chosen (to be agreed to by both accused and complainants) and to render a judgement on the matter as rapidly as possible. Fryer suggested the following recommendation for a new policy to minimize recurrence of the type of behavior under discussion.

The IHP recommends that in the future, any and all collaborative arrangements made among groups of scientist aboard the ship must be approved, monitored, and adjudicated by the Co-Chief scientists of the Leg.

The panel finalized decisions regarding non-performers. Seven letters of censure were drafted for PCOM review. These will be forwarded to Susan Humphris, the new PCOM Chair, for action.

BRG Report (see Appendix 7): Mary Regan notes that the legacy data migration is on-going. IHP asks what BRG database issues will require long-term advice. Answer: what data are to go in, migration of BRG legacy data, consideration of data distribution issues regarding moratorium related to data. Question: are the data in Oracle format yet? Answer: no. A suggestion made was to put the data on-line then they can be converted. Problem is there is too much data. For instance, companies don't store log data on databases because of the amount of data involved. The suggestion is to use processed data only, not FMS, etc. One IHP member asked who determines policy and makes decisions regarding what data is placed into and what data is released from the, site survey data bank under the new advisory structure. In the past this was the purview of the SSP. Will this remain so in the new advisory structure? Data must be uniform in order to be translatable into the new database.

TECP Report: Steve Hurst noted that with regard to the reorganization of the ODP advisory structure, the TECP had felt the service panels were doing their job and so felt neutral with regard to the reorganization. They had no suggestions to change the service panels. The TECP is interested in getting structural data into the prime data and into the database. JANUS Phase II is necessary for acquiring hard rock and structural data. As the situation stands with the recommendations of the SC, there will be **no data captured** between the installation of JANUS (171b) and installation of JANUS II. Steve notes that Leg 176 (return to 735B) is likely to be inundated with

core as was leg 153. The lack of capture of hard-rock and structural data will be particularly problematic for such Legs.

OHP Liaison Report: Brian Huber had nothing to report. John Farrell noted that the OHP has concerns over high resolution sampling. The Curatorial Workshop will address some aspects of this problem, but for a long-term solution and oversight this problem must have a permanent home in the new advisory structure. The IHP has frequent requests for exceptions to the policy on sampling. The IHP recommends that these matters are properly considered at the SciMP level.

SMP report: Lucy Edwards reported that the SMP has a concern regarding the oversight of new instruments. This is a matter that will require long-term oversight. The IHP recommends that as new instruments become available for use onboard there must be someone to determine that the new instruments have a JANUS/Oracle interface capability. Developers of potential shipboard instruments must be alerted to the necessity of providing for this capability. This is likely to require a \$20-30K additional expense for development. TAMU should define what specifications must be met so data will interface. NSF must be informed that instrument proposals will have this requirement. A certification procedure, similar to the DMP third party tool procedure, should be established. This matter has so far not been a consideration of the JANUS SC, but must become one if the IHP is to be disbanded.

Summary of the most recent SMP meeting:

Request to ODP/TAMU to provide information for detailed discussion of all major equipment (life expectancy, future changes, spares, software requirements, and laboratory flow-charts).

JANUS - the SMP endorses continuing the JANUS project. It endorses the concept of generic utility laboratory "cookbooks" and "generic Explanatory Notes". The Teka thermal conductivity system is ready for Leg 167. Further development towards multiprobe system, integrate Teka in Phys Props and JANUS.

Natural Gamma Ray Spectral Data: 256 channel and standards comparative testing or calibration rods.

Bulk volume sampling for density be eliminated

Require all new equipment to have JANUS/Oracle interface

Thin section preparation - polished on 1 side, 2 if possible

CHNS apparatus is set for C/N only unless advance request

Color Measurements

Electrical resistivity measurements - apparatus not ready yet

Transfer of old cryogenic magnetometer

Visual Core Descriptions endorse workshop

SMP wish list (in priority order):

1. Core description Project

2. XRD replacement

3. Tumbling Demagnetizer

SMP agenda for its Tokyo Oct. 30- Nov. 1 meeting:

1. Opening remarks and discussion of March 1996 SMP meeting

2. Remarks from PCOM rep

3. Remarks from NSF rep

4. Review of recommendations of Mar 1996

5. Report of ODP/TAMU on status of shipboard Measurements

6. Future of SMP under new advisory structure

7. Joint meeting with JAMSTEC on future of Shipboard measurements on the Godzilla Maru

8. Report on "future of Shipboard Measurements" for all major equipment:

- * life expectancy,
- * future changes,
- * spares,
- * software requirements, and
- * laboratory flow-charts

The IHP discussed the fact that the OD21 (Godzilla Maru) plans to retrieve principally core cuttings rather than core. This will require a new curatorial policy. Will data from such a platform be appropriate for inclusion into the database? Who will decide? Lots of questions. The OD21 will have a 2,500 - 3,000 m capability. The work will therefore be limited to shallow shelf efforts. How will this fit in with the ODP's LRP?

Information Services and Curatorial report (see Appendix 8): Russ Merrill reported for Chris Mato. Merrill provided an update on sample requests. Sampling policies have been modified as of March regarding composite sections and core/core integration. A general problem that needs to be addressed is how to sample the best section and take whole rounds, etc. The Policy says that one needs to define a second composite section before being free to sample excessively. The problem is that with the error (+ 50 cm) the archive half of the composite section is saved. (people want to sample the rest of the archives). The major issue is archiving vs sampling or non archiving. Whole round requests can't be processed on the ship (can't be done) so they require a permanent body to make decisions.

IHP received a special request for general permission to sample excessively on Leg 170. Russ Merrill brought to the meeting the individual sample requests and additional information from John Miller. The Chair requested a subcommittee (Brueckmann, Watney, Wilkens and Huber) to review the matter over lunch and render an opinion to the panel in the afternoon. The subcommittee made its report and after a discussion of the wording of the response, the IHP approved the following response to the request from Leg 170 to be sent to Dr. Eli Silver:

"A subcommittee of IHP including Warner Brueckmann, Roy Wilkens, Brian Huber and Lynn Watney evaluated your request for sampling that exceeds present policy on ODP Leg 170 at our semi-annual meeting in Kiel, Germany. In their deliberation they had access to e-mail correspondence of August 6th from you to Patty Fryer, Prospectus of Leg 170, latest sample distribution policy, Sept. 11 fax from John Miller to Russ Merrill containing details of Leg 170 sampling plan, and a note from Michael Mottl to Chris Mato regarding recommendations of acceptable aliquot sizes for interstitial water.

Existing core sampling policy does provide for sampling that exceeds approved limits. Whole round samples were specifically mentioned in the Leg 170 Prospectus. However, destructive whole round sampling as proposed by Miriam Kastner (Sample Request #15671) minimally exceeds 8% of the anticipated planned core recovery (2150 meters of core recovery). This is not acceptable. We believe that a mistake was made in the coring strategy designed for this leg. Consideration should have been given to extensive sampling that exceeds previous similar legs by an order of magnitude. Whole round sampling typically has been limited to every third core. Calculations of time commitments suggest that the logistics of the existing proposed sampling would either not be possible or would create time conflicts for the technical staff in serving all scientists and lead to degradation in the quality of sample analyses. At least dual APC-cored holes should have been scheduled to accomplish the proposed sampling for these science objectives.

To achieve the goals of the research as described in the Prospectus of Leg 170 and the proposal, the IHP is willing to approve sampling in excess of policy. We propose a compromise that initially involves decisions of the co-chiefs and Miriam Kastner. The decision needs to be made before the Port Call October 221, 1996 (San Diego).

We suggest for sample request #15671 of Miriam Kastner that (1) fluid volumes requested be reduced to 10 cc, (2) that whole rounds not exceed 25 cm or 10% of any individual recovered core whichever is smaller, (3) all except 40cc of each squeezed sediment cake be returned to ODP for curation, (4) the co-chiefs inform the entire scientific party immediately after decision is made as to the extent of the sample request and its impact on the availability of samples for other participants, and (5) obtain consensus of shipboard party. Finally, we request that cores are run through the MST prior to destructive sampling.

Please contact us via e-mail regarding receipt and whether you feel our suggested program is an acceptable compromise. If not, we request a more elaborate rationale be prepared to support an alternative sampling strategy."

(Subsequent to the meeting the above letter was sent to Eli Silver and he forwarded it to all shipboard participants. He explained that he intends to hold a sampling meeting during the port call and asked whether the IHP could respond if the meeting took place at that time. Fryer sent email messages to the subcommittee members asking if they would be available for consultation and all agreed they would be. Silver was informed of this and that the IHP will await his further communications. When the response from Silver arrives after the shipboard sampling meeting it will be sent to the subcommittee members for comment then their recommendation will be sent to the full IHP via email for approval. Response from the IHP will be sent to Silver aboard the ship.)

Russ Merrill noted that aspects of the policy on sampling are described in several different places (Whole Round Policy, Technical Notes, IW policy statements from Mike Mottl) and suggested that all these should be assembled and printed in a single place. The IHP agrees and suggests that review of these statements and draft of a new composite policy could be performed at the proposed JOI Curatorial Workshop. Oversight of the policy should probably be turned over to the SciMP for the long-term. The SciMP could possibly designate a set of people in the drilling community, not actually members of the SciMP, but who have expertise in the fields for which special exceptions for sampling often come (sedimentology, pore-water geochem, petrology, etc.) to review special requests and recommend decisions. These subcommittees could be polled via email. A concern regarding this is that there may not be sufficient international representation on such groups and that there may not be sufficient response in a given instance. The suggestion was made that a requirement for a sufficient international representation be maintained and a quorum of responses be required.

JANUS report, including SC report and (see Appendix 9): Russ Merrill reported.

The report included the following

- * A JANUS update
- * Expenditures through July 1996
- * Report of User Group 4A April 1996 meeting,
- * Minutes of TRACOR meeting at TAMU June 1996
- * Minutes of the JANUS SC March 1996 meeting
- * Report of the User group 4b meeting July 1996
- * Overview of test report for TRACOR JANUS build 0.7.1 (5/3/96)

The deployment was delayed, at the SC request, from Leg 170 to Leg 171B (9 Jan. - 14 Feb., 1997) TRACOR personnel will be onboard that Leg.

Testing and acceptance :Leg 172 (19 Feb. - 16 Apr., 1997)Warranty Support: Mid April to Mid July, 1997.

The impression is that the system that will be installed on the ship on Leg 171B will work, but will be less of it because TRACOR is having trouble with higher priority items. This will cause them to stop work on low priority elements

In-line documentation has defects.

A list of what is completed vs what is not were presented by Merrill:

Complete (substantially)

- Corelog, Operations, Sampling (UG1)
- MST, Logging (UG2a)
- Paleontology (UG2b)

To be completed by Leg 171B

- Phys props (UG3)
- VSR, Sonic Velocity, Thermal conductivity, ADARA, WST
- Chemistry (UG4a)
- Apple Core (as a stop-gap HARVI)

May not be completed in Phase I

- Sediments/Structure (UG4b)
Smear slides, text-based VCD
- Hardrocks, thin sections (UG5)
- Tensor, Underway Geophys (UG6)
- Others: seismic, core photos

SC Priorities:

1. Age/Depth function (UG2 requirement)
2. Color Reflectance (UG3)
3. Thin section/HR thin, Smear Slides (UG4b and 5)
4. Paleomag (Cryo, Spinner) (UG2a)
5. HARVI (UG5)
6. Chemistry, quality control (Exception is IW) (UG4a)
7. Tensor (UG2a)
8. ADARA (UG3)
9. Core Display application (UG1)
- 10 TORVANE (UG3)

It was stated that the JANUS SC expects that it may continue through legacy data migration, therefore it wants to receive a recommendation from IHP for what data to migrate first. The IHP understands that a JOI-coordinated Data Migration Committee, different from the SC is to be convened. If so, the IHP feels the SC must be kept informed of the details of the work of this committee, or the two may be at cross-purposes. Therefore a liaison of each committee should attend meetings of the other and each should send meeting reports to the other simultaneously as they send report to JOI. The IHP recommends that in order to determine how data should be prioritized for migration it would be useful to have an assessment of how many requests come in for each of the different data types. The community will help determine priorities.

As a strawman, the panel suggests the following general groupings of priorities for data migration (individual data sets are not listed in priority order):

High profile

Age Profile
XRF
Carbonate/carbon

Low Profile

P-wave (bad data)
Mag field (bad data)
Thermal conductivity sampling (requests)

Limbo

VCD
core log

Velocity
Index
Things related to sampling
(e.g., slides, HARVI, HRthin)
Rock eval
Gas chron
IW
Natural Gamma (if fixed)

XRD
Strength (very low!)

Bibliography (what's
been published)

The IHP suggests that the way to proceed with data migration is to do one whole leg first to see how data interrelate. The choice of the Leg should be one from which there are numerous requests for data (a popular Leg).

Steve Hurst reminded the IHP that barrel sheets of hard rock description on the CD's won't be useful so there is a need to request higher resolution barrel sheets. He also noted that between the installation of JANUS (171b) and installation of JANUS II there will be NO hard rock data in the data base. The IHP reexamined the issue of the SC priorities for items to be completed under JANUS I. It suggested that of the items on the SC list of priorities those down to item 4 must indeed be accomplished by TRACOR. It suggested that items 5 - 10 could be accomplished by TAMU personnel, although it recognizes that this could not be on an ASAP basis. The work of JANUS Phase II has already been acknowledged as important but was ranked low previously in order to ensure that work on prime data types be completed. The prime data types could have been completed up front if funds had been allotted to tasks assigned to Phase II at the outset. Therefore:

The IHP recommends that JANUS Phase II be implemented as soon as possible. The IHP recognizes that implementation of Phase II will require that new moneys be identified to support this effort. There is an immediate need to ensure shipboard capture of data and to provide the shipboard party with a tool to describe the cores. The IHP recommends going to JANUS Phase II before completion of Phase I (once the SC priorities 1-4 are complete) and made suggestions to the Operator as to what tasks could be taken over by ODP/TAMU instead of having them completed by TRACOR (see minutes).

The IHP recommends that the migration of the legacy data remain a high priority.

Day 3 - Friday, Sept. 13, 1995

Finalizing non-performers: Fryer collected final drafts of 7 non-performer letters.

Responses to PCOM directive: The IHP finalized its response to the directive from PCOM to provide recommendations regarding the future of the IHP mandates within the newly proposed ODP advisory structure. The panel first defined its mandates in light of what actions it customarily performs at its meetings, identified those areas where the proposed advisory structure may be inadequate to cope with the IHP mandates. Fryer stressed that the panel should try to find innovative ways to distribute the load so that the SciMP (the most obvious vehicle for carrying out the IHP mandates) would not be overburdened.

Existing IHP Mandates: The panel reduced the 7 mandates listed in the JOIDES Journal to essential four general categories.

1. Publications,
2. Databases,

3. Curation,

4. Computers and software.

Historically, for the most part, activities related to the last have been initiated at TAMU and only been actively pursued by the IHP since Ian Gibson prompted the computer/database upgrade. The shipboard aspects of this mandate have been largely the purview of the SMP, although the IHP has provided significant input regarding biostratigraphy aspects of software development. The requirement that has fallen under IHP purview, with regard to computers and software, has been the need to maintain oversight of the appropriateness and consistency (thus the archivability) of data generated. Publications, database issues, and various aspects of curation occupy most of the time at IHP meetings. These meetings typically last 3-4 days (including the meetings of the Paleo/Strat subcommittee). During the last 8 years, in a typical meeting the IHP will deal with all of these issues. Someone has to respond to and make decisions about the issues that continually arise relative to publications, data, and curation and in the past that has been IHP. Without the IHP filter, the details regarding these questions will have to be dealt with by JOI or one of the subcontractors.

JOI-coordinated Steering Committees: JOI representatives have said JOI will constitute a Publications Steering Committee, to oversee the transition to electronic publication, and will host a workshop on curatorial issues. In addition, the JANUS data base contract is overseen by the JANUS Steering Committee. The JANUS SC has the focused objective of oversight of the JANUS Phase I contract and therefore in its current incarnation does not address broader and long-term data base issues. The Curatorial Workshop has a broad scope, but a limited lifetime. Likewise, although the mandates of the Pubs Implementation SC and the Proposed Data Migration Implementation SC have not yet been made public, their titles imply limited scope and duration.

Outside Advisory Groups: Because PCOM has indicated that SciMP will take up the mandates of the three existing service panels, IHP envisions these mandates as being maintained by SciMP with assistance from outside advisory groups. Simply combining the mandates of IHP with those of SMP and DMP seems to be an unworkable solution. This would give SciMP too much to do without giving it the depth of expertise to handle various areas of its mandates. Therefore IHP feels that the usual mode of SciMP operation will be oversight of these mandates with the help of focused advisory committees. The advisory groups could be constituted from non panel members and should maintain a sufficiently international representation so as to uphold the spirit of international cooperation in the ODP. The advisory groups could be polled by email and would not have to meet in person. A quorum of responses would be required in order to assure sufficient input before recommendations for action could be accepted by the SciMP.

Publications and Databases: All of the three main IHP mandates (publications, databases, and curation) have long-term components, i.e., they are issues on a recurring basis. IHP believes that there will be a necessity to address these mandates on a regular basis as long as ODP is active. For example, the JANUS SC does not now address broader and long-term database issues, so if it is to relieve SciMP of having to address database issues, then its mandate and membership must be broadened. Likewise, the Curatorial Workshop will not stop requests for exceptions to sampling and curation policies, so SciMP will have to address these on a recurring basis. SciMP will be stretched for time and expertise. Database and Publications issues will become increasingly intertwined with

electronic publication. IHP recommends that the publications and database mandates be combined and handled by a single, formal standing subcommittee to deal with Database/Publications. The IHP recognizes that this subcommittee might be regarded as more like a second service committee, and had tried to avoid making such a suggestion. But it could see no other solution. It may be advantageous to have this group report directly to JOI with its recommendations, but if SciMP is to be the repository of these mandates, then the advice will have to be reported simultaneously also to SciMP and OPCOM/SCICOM. If there are objections to having a single committee on publications and databases, perhaps because it seems too much like an "IHP", then two separate committees could be formed. One could be formed from the JANUS SC and the other could be the proposed Publications SC. In this scenario, IHP expects that these groups would probably meet in proximity for cross pollination.

Curation: Curation issues could be addressed by the SciMP. The main problem with this scenario is that it is different from the usual DMP and SMP issues, so it requires expanding the expertise base of SciMP to include biostratigraphers and sedimentologists. Such individuals will also be needed in order to oversee the Micropaleontology Reference Centers and the Paleontology/Stratigraphy subcommittee work.

Membership: IHP has been populated by scientists with various interests and experience with DSDP and ODP in addition to others with special expertise. In the latter category, IHP has had co-chief scientists, for the purpose of monitoring the effects of publications policy changes on publications and the scientists, and people with experience in scientific publishing or data bases for the knowledge they bring in those areas. In addition, IHP has maintained a liaison with the National Geophysical Data Center because all ODP data must eventually be archived there and because this person brings much experience in databases and archives. IHP has also formed a subcommittee, the Paleontology/Stratigraphy subcommittee, to review standards in biostratigraphy, to monitor the Micropaleontology Reference Centers, and to work on issues related to recording and archiving biostratigraphic data on the JOIDES Resolution (see page 2). Biostratigraphic data is one of the greatest gaps in the existing ODP data base and the assistance of such a group of individuals will be essential if and when the chore of transferring old data into JANUS is undertaken. The IHP is concerned that on the SciMP there may be only 1 person with this sort of expertise. On IHP currently there are 5. There may be need for additional advisors to SciMP on these issues.

Database/Publications committee: IHP has recommended a Database/Publications committee. If this recommendation is accepted, the panel should be populated mainly with persons having experience with databases (particularly individuals in Industry) and/or electronic publication. This panel should also have a liaison with the NGDC, one might not be required on the SciMP if the Database/Publications committee is accepted. In addition, the committee should contain some scientists with ODP experience, particularly people who have sailed on the JOIDES Resolution recently (co-Chiefs would give the most up-to-date information necessary for evaluation of effectiveness of these aspects of the Program). If Database and Publications steering committees are formed, they will have the same personnel requirements. A potential problem here is the NGDC liaison. Perhaps this liaison would best be with the Database group, because the publications would be part of the database.

Assuming publications and database people are elsewhere in the system, SciMP will need people with micropaleontology experience to deal with husbanding the MRCs and with the Paleontology/Stratigraphy subcommittee chores. Curation issues can be handled by having on the panel scientists with experience in ODP science. Once again, it would be useful to have members who have recently sailed on the JOIDES Resolution.

The Panel charged Fryer with the task of producing a series of flow charts to show the following:

The flow of reports that IHP oversees (see page 21 following)

The flow of advice and information that are related to IHP mandates (see page 22 following)

The recommendations as to where the IHP mandates should live once IHP is disbanded. (Will Sager actually produced these, distilling the thoughts of the IHP. Many thanks Will!) (see pages 23 and 24).

A list of recommendations and comments to PCOM were finalized for inclusion in the executive summary of the meeting.

Fryer thanked the panel members for their service on the IHP, but asked them to please consider their obligations not to be discharged until at least the December PCOM meeting. She especially thanks Will Sager for help with the summary of Friday's activities for the minutes.

Various members of the IHP graciously thanked Fryer for chairing the panel.

The panel thanks Warner Brueckmann for making the arrangements for the meeting and for the effort he has expended to make the facility available to the panel, to set up email connections under very adverse conditions, to shepherd us away from the construction noise, and to assist with a phenomenal amount of Xeroxing and faxing. The weather was wonderful and those giant chocolate things were fantastic! A great job!!

The final act of the IHP was to pose for a couple dozen class pictures. Who was that guy with all the cameras??

Adjournment was at 11:30, Friday, Sept. 13.

(Subsequent to the Kiel meeting, Fryer forwarded this suggestion to Will Sager (head of the SciMP advisory subcommittee of PCOM) in hopes of helping to solve the problem of overburden of the SciMP with service panel mandates:

Subdivision of responsibility in SciMP:

The workload of the new SciMP could be delegated to a subset of certain individuals within the panel who maintain a long-term responsibility for certain aspects of the mandate of the panel. This might be accomplished if the panel were to subdivide itself into several standing subcommittees (to deal with functions that IHP, SMP, and DMP currently cover). Clearly there would have to be somewhat more members on the full panel than there are on any one current service panel, so that sufficient expertise would exist to take care of the subcommittees' business. In order to assure breadth of expertise the chairs of the subcommittees should be given a list of specialists who do not formally serve on the SciMP but who are willing to be tapped from time to time (via email or phone) for advice on matters of concern to the panel. These individuals should be approved by the entire SciMP so that full US and non-US partner agreement is assured regarding the input of advice to the subcommittees. a

balance of specialists from the US and non-US partner nations should be maintained on these lists of specialists as far as possible.

Functioning between formal meetings:

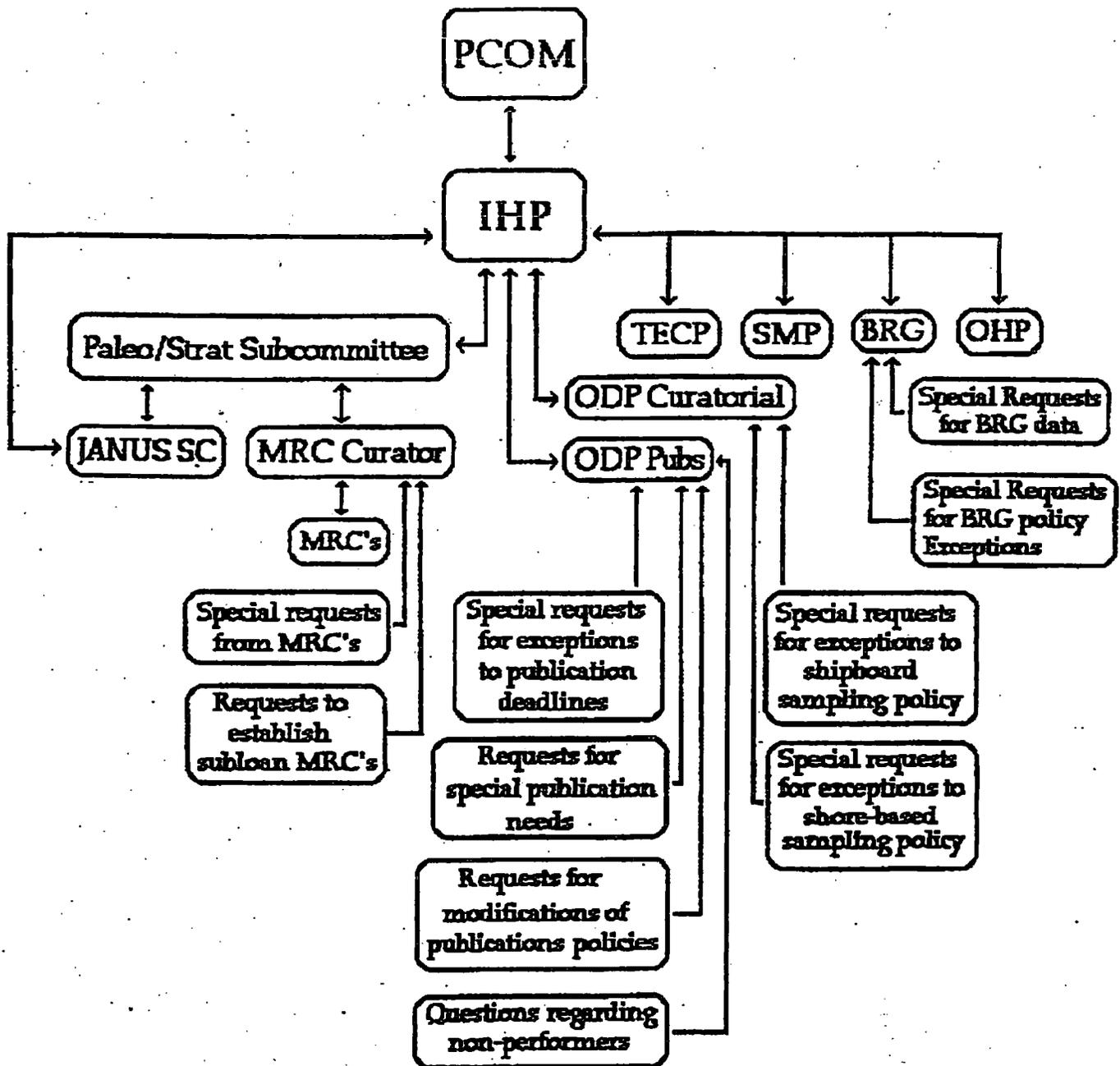
Prior to attending the formal meeting the subcommittees will have to conduct business via email. During the interim periods (between formal meetings) they can obtain input from any specialists as required. Any reports that ordinarily come from the various ODP operations groups under the purview of a given subcommittee should be forwarded to the subcommittee members well in advance of the formal meeting. The subcommittee should solicit input regularly from the operator. Thus, they can remain up-to-date on concerns from the operator. This will require that the chairs of the subcommittees be particularly responsible individuals who agree to commit the time and effort that performing this task will require.

Functioning during formal meetings:

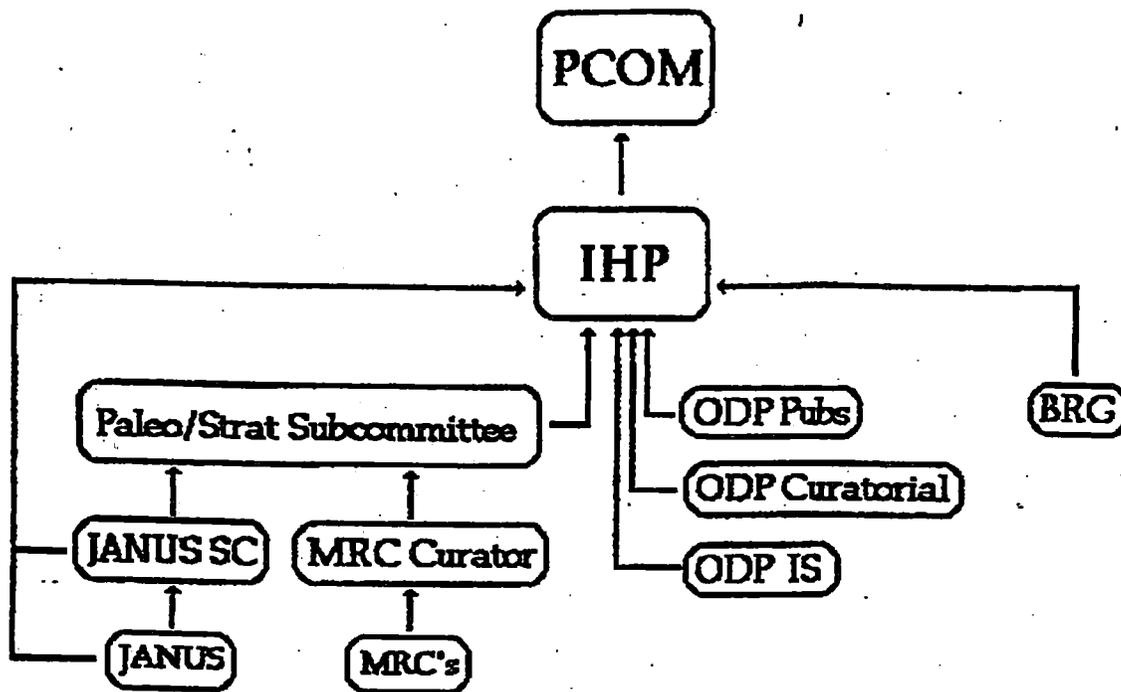
The SciMP will probably have to meet for a longer period than the 2.5-3 days that the current service panels require. The meeting should be split into two parts, a 1-2-day pre-meeting "workshop" for subcommittees and a 1-2-day plenary session that is a formal meeting of the full SciMP. During the "workshop" portion of the meeting the subcommittees should devote time exclusively to the business of their particular purviews. They should come to the meeting with a draft summary of the all business conducted up to the time of the meeting and with any suggestions, in the form of draft recommendations, that they feel should be forwarded by the SciMP as a whole to SCICOM. At the time of the workshops, the subcommittees could obtain input from liaisons from other panels and from the operator with regard to updates on current problems, etc. At the time of the meeting any updates or additional advice needed by the operator can be discussed and the subcommittees can spend time in the workshop finalizing their reports and recommendations. Clearly a lot of work will have to be done prior to the meeting in order for this scenario to work smoothly. Most of the work of the panel would have been done in the interim period between formal meetings.

At the plenary session the chairs of the subcommittees would walk the full panel through their respective reports and recommendations. The purpose of the plenary sessions is several-fold. The full panel must participate in any vote called on any matters requiring special consideration. The full panel should send only those recommendations to SCICOM that are agreed to by consensus or formal vote. These sessions help to maintain full partner input to the establishment of policies and to the operational decisions of the SciMP. They will permit the subcommittees to garner additional insight from points of view outside their fields of specialization. Potential operational conflicts arising from recommendations can be discussed and resolved. The plenary sessions will minimize the potential for influence on the program from special interests. Involving the entire panel in decisions regarding recommendations will help to provide for a sense of corporate memory and will thus help to prevent inconsistent advice from the panel.

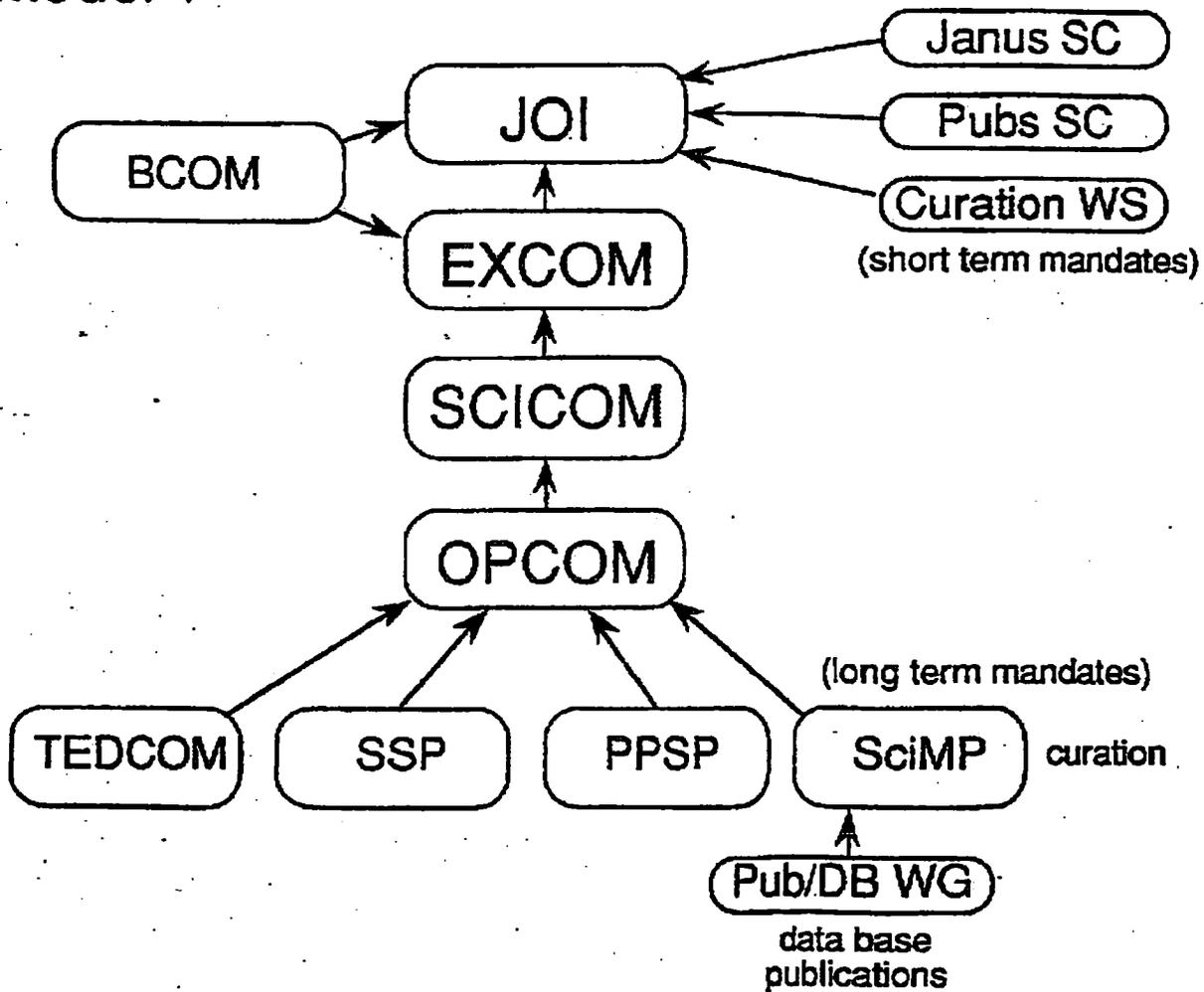
Flow Chart for Advice/Info



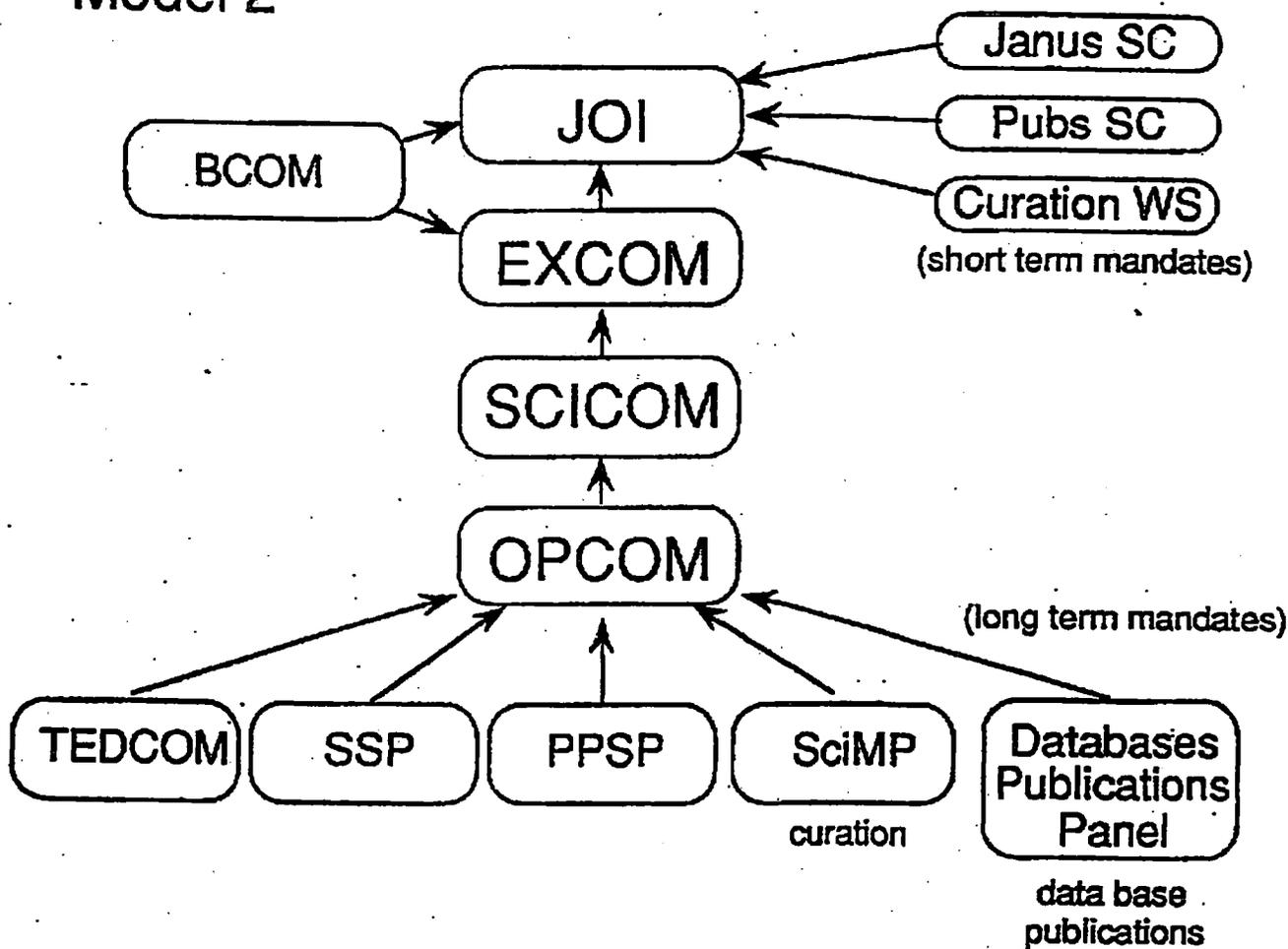
Flow Chart for Written Reports



IHP Mandate Distribution Model 1



IHP Mandate Distribution Model 2



Appendix 1

Report of the Paleontology/Stratigraphy Subcommittee Meeting

Overview: The Paleontology/stratigraphy subcommittee along with IHP has fostered numerous efforts to organize, preserve, migrate, standardize, and utilize databases. These activities will remain critical to the future viability of information generated by ODP. These important tasks remain for the Janus DB. Janus DB will need to be monitored and modified to reflect the evolving body of knowledge in order for it to remain viable and useful. Paleontology/stratigraphy expertise is needed to address these essential tasks.

1. Provide advice on the long-term access to paleontologic and stratigraphic data
 - a. *Acquisition and integration of DSDP/ODP data*
 - (i) Development of tools and templates to make information from the ODP database accessible to the user.
 - (ii) Acquisition and integration into the ODP archive of data generated from ODP samples that are published in the outside literature.
 - b. *Maintenance of data*

-Given the inevitable changes in technology and science, determine how to keep data alive and accessible for years.
 - c. *Migration of data*
 - (i) Oversee migration of existing data into the ORACLE database.
 - (ii) Make policy recommendations and priority assignments regarding migration; should this include ODP data only, ODP and DSDP data, DSDP/ODP data from outside publications?
2. Oversee the paleontological portion of Janus
 - a. *Data capture*
 - (i) Monitor and provide guidance for system changes to the Janus FossilList equivalent for fast, accurate, and complete paleo data capture to the Janus database. This should include on-shore as well as ship-based studies.
 - (ii) Post-cruise capture of the paleontology data promote ease of entry to the Janus database, including entry of all data types in the paleo portion of the model - remarks as well as fossil occurrence and abundance.
 - b. *Monitor and further development of the Janus data model*

- A proactive approach is needed to identify changes to the paleo portion of Janus to facilitate integration with other disciplines. This includes capture of types of information not previously identified to achieve the paleoenvironmental and paleoclimatological long range goals of ODP.
 - c. *Promote standardization of paleo database to ensure usability.*

Paleo data are an essential component to studies in chronology, paleogeography, and paleoclimate. An important future goal is to allow transparent access of paleontologic data to *all* ODP participants. To be accomplished by:
 - (i) Improved tracking of taxonomic concepts through enhancements in database design,
 - (ii) Ensure, via continuously updated synonymy lists, that key biostratigraphic marker data can be retrieved in the future.
 - (iii) Internal database tables to explicitly define abundance and

preservation codes applied to fossils

(iv) Improved interface to serve varied needs of users (e.g., facilitate queries both paleontologists and non paleontologists, and at both world scale and local, fine scale chronostratigraphy).

(v) Provide database infrastructure for consistent application of paleontological interpretation.

d. Help define data extraction capabilities from the database. Cross disciplinary studies will be important motives for future searches of the Janus database. Queries, reports, and graphics need to be designed to anticipate different background of users. Routine/common retrievals need to be organized. Advise on the level of user assistance.

3. Oversee age models and their use.

-Ensure that the necessary tools (literature, software, templates) are available on the ship.

4. Establish and maintain alliances with other taxonomic/stratigraphic efforts

a. Taxonomic databases

(i) Link ODP taxonomic data structures and concepts with other international organizations (IUBS/TDWG).

-The design and sharing of information between taxonomic database systems is a major goal of international programs such as the International Union of Biological Sciences' Taxonomic Database Working Group (IUBS/TDWG), and links scientifically to ODP via biodiversity/global change studies of modern ocean biotas.

(ii) Foster development of taxonomic catalogs.

b. Develop links with other related scientific programs (PAGES, IGCP, IMAGES).

As scientific questions become more global and integrative, the need increases to link ODPs data with those of other international science organizations. ODP data provide a long-term historical complement to high resolution global paleoclimate programs (PAGES, IMAGES). ODP stratigraphic interpretations need to be strengthened by stronger linkages to other relevant geological programs (e.g., the International Geological Correlation Program, IGCP).

5. Oversee Micropaleontological Reference Centers (MRCs)

-all policy decisions and the appointment of a Lead Curator must be approved through the JOIDES structure

a. Provide scientific management of MRCs

(i) annually review MRC activities by having Lead Curator gather and present reports from each MRC institution

(ii) Make policy recommendations

•move MRC collections from inactive institutions to institutions that will use MRC samples

-requires advertisement of collection availability and review of proposals that result

•update guidelines for MRC establishment, sampling strategies, and sample curation

- resolve issues of non-compliance to JOIDES approved guidelines and policy changes
- determine ways to improve MRC sample information accessibility and increase visitation to MRCs

-add biostratigraphic databases, core depth information, etc.

b. Coordinate sampling of recently drilled ODP legs for each microfossil group and for lithostratigraphic smear slides.

- Review reports/select samples
- Coordinate sample preparation
- Distribute samples to MRCs

c. Update and improve MRC home page

6. Maintain quality and standards for paleontology manuscripts

e.g., issues involving plate number limitations, plate backgrounds, image quality and resolution, range charts, and stratigraphic nomenclature. Reduce plate reproduction costs.