

UNIVERSITY CORPORATION FOR ATMOSPHERIC RESEARCH

DRAFT MINUTES
UCAR Board of Trustees Meeting

8 February 2006
Fleischmann Building, Mesa Lab

The duly convened meeting of the UCAR Board of Trustees was held at the Fleischmann Building in Boulder, Colorado. Present for all or portions of the meeting were:

Kelvin Droegemeier, University of Oklahoma (Chairman)
Eric Barron, The Pennsylvania State University
Robert Dickinson, Georgia Institute of Technology
Rick Anthes, President, UCAR
Barbara Feiner, Washington University in St. Louis
Ron McPherson, American Meteorological Society
Franklin Nutter, Reinsurance Association of America
Bob Palmer, Democratic Staff Director (Ret.), Committee on Science, U.S. House of Rep.
Leonard Pietrafesa, North Carolina State University
Mary Jo Richardson, Texas A&M University
Steven Rutledge, Colorado State University
Hemant Shah, Risk Management Solutions
Soroosh Sorooshian, University of California, Irvine
Admiral Richard Truly, U.S. Navy, Retired

Counsel and Corporate Officers

Lise Carney, UCAR Counsel, Holland and Hart
Jack Fellows, Assistant Secretary and Vice President for Corporate Affairs, and Director of UOP
Susan Friberg, Assistant Secretary, UCAR
Tim Killeen, Director, NCAR
Jeff Reaves, Associate Vice President, Business Services, Finance & Administration, UCAR
Kathryn Schmoll, Vice President, Finance & Administration, UCAR
Dan Wilson, Assistant Treasurer, Director of Treasury Operations, UCAR
Larry Winter, Deputy Director, NCAR

National Science Foundation

Cliff Jacobs, Head, UCAR & Lower Atmospheric Facilities Oversight Section, ATM/GEO
Bernard Grant, UCAR & Lower Atmospheric Facilities Oversight Section, ATM/GEO
Sarah Ruth, UCAR & Lower Atmospheric Facilities Oversight Section, ATM/GEO

UCAR, NCAR, UOP

Peter Backlund, Director of Research Relations, NCAR
Rena Brasher-Alleva, Director of Budget and Planning, NCAR
Eron Brennan, Multi-Media Systems Administrator, UCAR
Veda Emmett, Executive Assistant to the Director, NCAR
Aneka Finley, Administrative Assistant, UCAR
Robert Johnson, Director, Education and Outreach, UCAR
AL Kellie, Associate Director, Computational and Information Systems Lab, NCAR
Dale Kellogg, Administrator, Societal-Environmental Research & Education Lab, NCAR
Mary Marlino, Director of DLESE, UOP

Gene Martin, Director, Joint Office for Science Support, UOP
Hanne Mauriello, Manager of Budget & Administration, UOP
Meg McClellan, Director, Office of General Counsel, UCAR
Melissa Miller, Director, Budget & Finance, Finance & Administration, UCAR
Susan Montgomery-Hodge, Executive Assistant to the President, UCAR
Raj Pandya, Director, Significant Opportunities in Atmospheric Research and Science, UCAR
Mohan Ramamurthy, Director, Unidata, UOP
Robert Roesch, Director, Human Resources and Employee Relations, UCAR
Cindy Schmidt, Director, Office of Development and Government Affairs, UCAR
Catherine Shea, Executive Administrator to the Director, NCAR
Tim Spangler, Director of COMET, UCAR
Kathryn Strand, Special Projects Officer, UCAR President's Office
Roger Wakimoto, Associate Director, Earth Observing Lab, NCAR
Lucy Warner, Manager, UCAR Communications
Dan Wilson, Director of Treasury Operations, UCAR
Shawn Winkelman, Director, Information Technology, Finance & Administration, UCAR

Others

Joel Widder, Lewis-Burke Associates
Warren Washington, NCAR Senior Scientist and Chairman, National Science Board

The Board convened in Executive Session from 8:15 to 9:45am. (The minutes are kept in the corporate offices.)

1. WELCOME AND REPORT FROM THE CHAIRMAN OF THE BOARD

The Board convened in **Regular Session**. Chairman Kelvin Droegemeier reported on two Executive Committee conference calls held since the last regular Board Meeting. The first on 12 December 2005 to discuss and approve the gist, tenor, and direction of the NCAR Strategic Plan, and the second on 4 January 2006 to discuss and approve the NCAR Management Review document to be submitted to the NSF as the basis for the upcoming NSF panel review of NCAR management.

Chairman Droegemeier lead the discussion of the revised UCAR Classified Research Policy brought back to the Trustees after revisions suggested by them at the October 2005 Board meeting. The Board suggested some rewording for general clarity, and later in the meeting after reviewing the document once again, **it was moved, seconded and passed to approved the new UCAR Classified Research Policy with a request to review the policy in February 2008**. A copy of the revised policy is attached to these minutes.

Chairman Droegemeier introduced the following resolutions of appreciation for outgoing Trustees Mary Jo Richardson, Ronald McPherson, and Lynne Talley—**all of which were moved, seconded and passed unanimously**.

Mary Jo Richardson

Mary Jo Richardson has served the Board well during her six-year tenure as a Trustee of UCAR. She has brought a strong talent for efficient and effective analysis and consistently good judgement to Trustee deliberations and committee work.

Mary Jo takes with her our sincere gratitude for her commitment to and her efforts made on behalf of UCAR during the past six years, and we are pleased to know that our

association with her will continue as she begins her term as Chairwoman of the Scientific Programs Evaluation Committee—SPEC.

Thank you, Mary Jo!

Ronald McPherson

Ron McPherson has served on the UCAR Board of Trustees for the past six years. His service to UCAR has been marked by his deep experience in, and care for, the atmospheric sciences and attendant matters of policy addressing the well-being of our nation.

Upon completion of his tenure on the Board, the UCAR Trustees are pleased to wish Ron success in this next chapter of his life, and express their appreciation for his contributions to UCAR. Good luck, Ron!

Lynne Talley

February 2006 marks the conclusion of Lynne Talley's tenure as a UCAR Trustee. Her colleagues on the Board are pleased to express their gratitude and appreciation for her contributions and service to UCAR over the past three years, and to make public record of their gratitude to Lynne with wishes for her continued success. We hope our paths cross again!

2. SECRETARY'S REPORT

Secretary Steven Rutledge presented the minutes of the October 2005 Board of Trustees Meeting for approval.

It was moved, seconded and passed to approve the minutes.

3. TREASURER'S REPORT

Treasurer Barbara Feiner reported on the 2005 fiscal year-end, and on the first three months of FY2006. The Trustees received the materials in advance of the meeting. She noted the general fiscal health of the organization, and called out especially the general fund investment return to date of 13.94% which is ahead of the goal.

Discussion followed on the general state of federal science funding as it relates to UCAR's funding. Vice President for Corporate Affairs Jack Fellows noted that "we are budgeting very conservatively" in anticipation of possible vulnerabilities in non-NSF funding. UCAR President Anthes noted that there are budget stresses throughout UCAR and NCAR and we are keeping a close eye on impacts throughout the entire organization.

4. AUDIT AND FINANCE COMMITTEE REPORT

Trustee Feiner reported on the meeting held the day before. She said that the committee had heard reports on a number of topics including the success of the child care center, an overview of UCAR's debt ratio (deemed to be acceptable), and a conference call of the committee in January to review the KPMG audited financial statements (distributed to all Trustees at this meeting). Connie Spinelli, the new UCAR Internal Auditor, was introduced and outlined her background in internal audit and compliance.

5. PERSONNEL COMMITTEE REPORT

Personnel Committee Chairman Soroosh Sorooshian reported on the Personnel Committee meeting held the day before the Board Meeting. He reported that the committee reviewed UCAR’s proposal for the 2006 employee compensation plan, and found that UCAR had done a thorough analysis of the market, reviewing and analyzing a number of surveys to arrive at the following proposal: a salary range adjustment of 2.6%, along with a salary budget of 3.8% for the organization.

It was moved, seconded and passed to approve a salary range adjustment of 2.6%, along with a salary budget of 3.8% as proposed.

He also reported on an affiliate scientist recommendation. **It was moved, seconded and passed to approve the appointment of Johannes Feddema in the Department of Geography from the University of Kansas as an NCAR Affiliate Scientist.**

6. BOARD NOMINATING COMMITTEE REPORT

The following slate was presented by Nominating Committee Chairwoman, Mary Jo Richardson and Committee Members Frank Nutter, and Orlando Taylor. The Trustees received the full report of the committee in their meeting materials in advance of the meeting. **It was moved, seconded, and passed to approve the Board slate of officers and committees as presented below.**

BOARD OFFICERS

Chairman	Kelvin Droegemeier
Vice Chairman	Eric Barron
Secretary	Rosina Bierbaum
Treasurer	Barbara Feiner
Assistant Secretaries	Jack Fellows, Susan Friberg
Assistant Treasurers	Kathryn Schmoll, Dan Wilson

Others: Tim Killeen, Jeff Reaves and Larry Winter.

EXECUTIVE COMMITTEE

Chairman	Kelvin Droegemeier
Members	Eric Barron
	Barbara Feiner
	Rosina Bierbaum
Members at large	Richard Anthes
	Berrien Moore
	Frank Nutter
	Steven Rutledge
	Soroosh Sorooshian

AUDIT AND FINANCE COMMITTEE

Chairwoman	Barbara Feiner
Members	Eric Barron
	Rana Fine
	Neal Lane
	Frank Nutter
	Richard Truly

PERSONNEL COMMITTEE

Chairman
Members

Steven Rutledge
Robert Dickinson
Eugenia Kalnay
Shirley Malcom
Robert Palmer
Len Pietrafesa
Soroosh Sorooshian
Orlando Taylor

NOMINATING COMMITTEE

Chairman
Members

Frank Nutter
Len Pietrafesa
Orlando Taylor

TRUSTEE LIAISON

URC

Len Pietrafesa

7. REMARKS FROM THE NATIONAL SCIENCE BOARD CHAIRMAN

National Science Board (NSB) Chairman Warren Washington joined the Trustees to talk about a number of items, including an overview the new NSB document, *NSB 2020 Vision for the NSF*. He noted that the document was developed in response to a Congressional request to the NSB, in its role as the policy making and oversight body of the National Science Foundation, to develop a bold new vision for the future of NSF. He summarized the document for the Trustees, highlighting the focus on transformative science and what that means for the Foundation and the high priority that NSF places on Education. Washington also reported on a letter from Senator John McCain, requesting that the NSB examine Federal agencies' existing policies on suppression of scientific results, and the impact this has on the credibility of future government sponsored research. Discussion followed. President Anthes noted that the AMS has recently approved a policy statement strongly supporting freedom of speech on scientific issues for all scientists, including government employees.

8. NSF REPORT

Cliff Jacobs, Head, UCAR & Lower Atmospheric Facilities Oversight Section, ATM/GEO reported on a the upcoming NSF review of NCAR to be held at the end of March, and the NSF FY07 budget request. Regarding the review, Jacobs said he was pleased at the caliber of the review panelists and is looking forward to the review. He noted that there will be anonymous mail reviewers as well.

Regarding the NSF budget, Jacobs said the Research and Related budget request for FY07 is up 7.7%, and, while this is but the very beginning of the budget process, it is a good starting point in his opinion. He pointed out that the Cyberinfrastructure budget has increased to \$77M with \$50M of that dedicated to a petascale computing facility over 4 years.

9. UCAR, NCAR, AND UOP REPORT

A. UOP Strategic Plan. The Trustees considered the UOP Strategic Plan which was distributed to them in advance of the meeting. They had a number of constructive suggestions. Jack Fellows will revise and send out again by email for approval.

B. UCAR Strategic Plan. Anthes said that the plan is in the early development stage, and outlined the schedule and general direction and asked for Trustees to comment on this fledgling draft. Anthes proposed the model of the Colorado School of Mines plan-a short, high-level document. He said the UCAR plan would be based on the more detailed plans developed by NCAR, UOP and the Office of Education and Outreach. The Trustees agreed with this approach and made a number of good suggestions. Anthes said he would bring a more developed draft to the May Board Meeting after the URC has had a chance to review and comment on a draft at their meeting in April.

C. Data Center Status. NCAR Director Tim Killeen outlined UCAR and NCAR's plans to help the geosciences reach the next level of computing through the NSF Petascale Collaboratory. He said that the NCAR has been working extensively with geoscience leaders for the past six months to realize this vision. A scientific steering committee has been named and two internal committees have been working on the details. The data center, as it is referred to, will be done in partnership with one or more other institutions in the GEO community, either public or private. Killeen said that a feasibility study is underway, along with studies of various funding approaches and scenarios. He will keep the Trustees updated as this activity progresses.

10. FY06 ADVOCACY PRIORITIES

Joel Widder, Lewis Burke Associates, reviewed the FY07 Federal Budget and Policy outlook, and Cindy Schmidt, Director of Government Affairs, presented the UCAR advocacy priorities for the coming fiscal year.

Widder said that the \$300B deficit and the funding pressure of the war on terror will keep pressure on Congress to reduce spending and will significantly squeeze discretionary spending. He noted the overall increases in the request for NSF even at this early stage in the process.

Schmidt outlined the UCAR advocacy priorities for FY2007, with NSF as the highest priority, of course, with other areas of focus to include, computing, science education, climate and weather research and observations, NASA and space environment. She outlined the ways in which UCAR carries out its advocacy mission, e.g., through updates and action alerts for the community, budget testimony, visits to congressional offices, and Hill briefings.

The Board adjourned at 5:00 pm.

Classified Research Policy

Consistent with the UCAR mission, and the missions of our primary sponsors, UCAR employees may undertake research, which in promoting the progress of science may also be relevant to national security. In the normal course of research at UCAR, it is not anticipated that the research, or the results thereof, will be classifiable. Classified research projects involving UCAR employees will, therefore, only be conducted outside the auspices of UCAR, and not in facilities owned or leased by UCAR or NSF. For purposes of this Policy, “classified research” means research that has a security classification established by a federal agency that requires a “Secret” or above level of personnel clearance.

UCAR employees may participate in a project that requires classification of a part of the research, only where the classified research work is done in partnership with a third party, such as a university, another non-profit, private company or federal laboratory. Although UCAR will not engage in the classified portion of the work, it may permit its employees to do so, subject to the Classified Research Procedures [\[link\]](#).

Classified Research Procedures

UCAR may permit its employees to engage in classified research, where the classified research work is done in partnership with a third party, such as a university, another non-profit, private company or federal laboratory. The UCAR employee may engage in such work, as set forth under the UCAR Outside Employment Policy 2-4-1 [\[link\]](#), and subject to the following conditions:

1. Consideration and formal written approval by the appropriate Lab Director, Entity Director (NCAR, UOP, E&O) and the UCAR President.
2. The portion of the work designated as classified is performed under the auspices of the third party, and the work must be conducted off site.
3. UCAR employees who perform classified research must do so as an employee or consultant of the third party, not as a UCAR employee.
4. No UCAR or NSF buildings, facilities or equipment may be used for any classified research projects.
5. Restrictions on publication and scholarly communication will be minimized.
6. UCAR employees may, but are never required to, perform classified research that is related to their unclassified research projects.
7. Appropriate training, to be conducted by the sponsor or third party, is required for all UCAR employees undertaking classified research.

N.B. The UCAR Board of Trustees will conduct a follow-up review this policy at its meeting in February 2008.