The following people were present for all or a portion of the meeting:

**PACUR Members**
- Greg Hakim, University of Washington, Chair
- Simona Bordoni, Caltech
- John Braun, UCP
- David Nolan, University of Miami
- Elizabeth Ritchie, University of Arizona
- Bob Rauber, University of Illinois
- Yvette Richardson, Penn State University
- Alan Robock, Rutgers University
- Roger Samelson, Oregon State University
- Bob Street, Stanford University
- Mike Wiltberger, NCAR

**UCAR, NCAR, UCP Attendees**
- Tom Bogdan, UCAR President
- Christina Book, NCAR Director’s office
- Rana Brasher–Alleva, NCAR Budget & Planning
- Emily CoBabe-Amman, UCP Director
- Geoff Cheeseman, UCP
- Chris Davis, ASP Director
- Aneka Finley, UCAR Governance Office
- Susan Friberg, UCAR Governance Office
- Vanda Grubisic, EOL Director
- Maura Hagan, Acting NCAR Director
- Valerie Koch, NCAR Budget & Planning
- Hanne Mauriello, UCAR President Office
- Meg McCellan, UCAR General Council
- Kelly Smith, UCP Director’s Office
1. PACUR Chair, Greg Hakim called the meeting to order and welcomed everyone. Hakim presented the meeting notes from the October 2012 PACUR meeting. A motion was made, seconded, and passed to approve the meeting notes without change.

2. **Update on UCAR activities:** UCAR President, Tom Bogdan briefed PACUR on a number of items including introducing the new UCP Director, Emily CoBabe-Ammann. He announced that the NSF approved a five year extension to the UCAR/NSF cooperative agreement to manage NCAR, and reported that the search for the new NCAR director was moving along very well. He encouraged PACUR members to provide any input they may have regarding the selection. Tom also gave a brief update on the challenging budget situation for NCAR, saying that the NCAR budget office is working to revise its original budget plans. Tom said that NSF received a letter from the university community expressing the importance of NCAR, and that UCAR had joined with organizations including AURA and Ocean Leadership asking NSF to “take it easy” on cuts to core programs. PACUR members expressed concern about the underfunding of the atmospheric sciences over the last ten years. Bogdan said his team is working hard to turn it around.

3. **UCP Update:** UCP Director Emily CoBabe-Ammann gave an overview of the UCP mission and her vision of UCP moving forward. Emily explained that UCP is not a science organization, but that UCP exists to serve the science, and that it receives no base funding, but rather operates on its own sets of cooperative agreements. Emily reported that UCP is feeling the same budget pinch as everyone else, and that her first priority was to stabilize all the UCP programs and is looking to shore up resources for core missions.

4. **Non-core Proposal Subcommittee report:** Subcommittee Chair, Bob Street, reported that the subcommittee looked at twenty-five proposals and all were compliant. He said the committee only had a few questions and the responses from NCAR were clear. Bob made the motion to approve the subcommittee report. **The motion was seconded and the report was approved to forward on to**

Bob presented a proposed definition of model development that the subcommittee thought should be incorporated into the non-core proposal criteria: “Model development and support include the development and testing process as well as model validation aimed at enhancing user confidence and guiding further model development.” After some discussion it was decided that the definition would not be formally added to the criteria and it would be left up to the subcommittee and NCAR budget office to come up with specific guidance language.

UCP Director, Emily CoBabe-Ammann, talked briefly about the history of UCP’s involvement in the non-core review process. Emily explained that because UCP is not required to participate in the non-core review process by any of its funding agencies or NSF, and does not receive any base funding, and the process requires significant effort by UCP’s small administrative staff they should be removed from the process. Tom Bogdan endorsed the idea especially since it will help reduce indirect costs. It was suggested that the Board take up the question. (Postscript to the meeting: UCAR Counsel opined that the UCP decision was not one that the Board should weigh in on; management subsequently decided that UCP would not participate in the proposal reviews.)

Valerie Koch from the NCAR budget office reported on the status of the Wiltberger/Trapp Report recommendations. The recommendations have not been implemented yet because some of the suggestions would mean a change in the cooperative agreement. Valerie reported
that NSF is considering the changes, and that she had provided them with requested information pertaining to some of the recommendations. At the time of the meeting she had not heard back from NSF, but explained that UCAR was in the process of negotiating the new cooperative agreement and expected the recommendation would be included in the new agreement. Once the recommendations have been approved they will be announced to staff on behalf of PACUR.

5. **UCAR Governance Task Group (GTG) report**: GTG member, Greg Hakim, reported on the work the GTG has done over the last year. He explained the charge of the group was to “examine UCAR bylaws and practices and make recommendations for changes that enhance UCAR and its ability to serve its member institutions into the future”. Greg said the group decided the following themes should be implemented to enhance UCAR membership and serve current and future members: equity, inclusion, and simplicity. Greg presented the GTG recommendations for by-law changes which were approved by the Board in May and will be voted on by the Membership in October:

- One vote per institution
- One official voting representative from each member
- Combine full and affiliate membership into one membership category)
- Remove language from bylaws referring to supporting travel costs
- Remove term requirements for membership
- Change membership fee to a yearly fee not tied to membership renewal

He also reported that the Board passed two resolutions that would go into effect if the above bylaws were approved by the membership: Resolution 1 - UCAR will reimburse expenses incurred by one official rep and one participant from each institution through the annual meeting in 2016; Resolution 2- The Board sets the annual membership fee at $500 as of January 2014.

After some discussion and a straw vote, only one PACUR member did not support combining the membership categories, but otherwise the rest of PACUR supported all the changes.

6. **Community Survey Results**: Tom Bogdan presented some preliminary results from the UCAR stakeholder survey conducted by Maguire Associates. A few of the research objective of the survey were to learn priorities in the delivery of research and services to the science community, measure awareness of UCAR/NCAR distinctive attributes and strengths, and learn key contextual issues facing the UCAR/NCAR and science community. The survey went out to 1,460 UCAR/NCAR staff, and 28,610 non-staff members of the community. Out of the staff about 39% responded and out of the non-staff responses about 4% responded. At the time of the meeting Maguire had moved into the phase II which is conducting follow up group interviews that will analyze and integrate all the information for the final report.

7. **Planning for the October 2013 Member’s Meeting**: Greg Hakim lead the planning discussion for the upcoming Member’s Meeting in October. Among other things, a request was made to keep the Treasurer’s Report brief, just one summary slide, if possible. The new NCAR director should make a presentation, as should the President, but the traditional talking heads presentations should be kept to a minimum. PACUR wants to hold another executive session lunch with the member reps as they did in 2012 and the suggestion was made to ask the NSF Director to be the keynote speaker.
8. **NCAR Strategic Plan Update:** Greg Hakim reported that Peter Backlund (NCAR Director of Integrated Studies Program) who, along with NCAR Sr. Scientist Joe Tribbia, is heading up the group working on the new NCAR strategic plan, held many community meetings, including meetings at AMS and AGU, to gather input for the updated plan. Peter discussed the process and schedule, confirming a number of opportunities for community input.

9. **U-Programs update:** In Cindy Schmidt’s absence Aneka Finley reported on the progress of the U-programs. The first round of U-Visit proposals was very successful and the result is NCAR staff going to seven different universities during the summer and into the fall for visits that will last from 2-weeks to the full semester. The next deadline for requests is September 30 for placements in the spring and fall 2014. U-Forum is a webinar series that will focus on broad topics that are of interest to the community; the web site to preregister for these webinars will launch in the summer, and the series will start in the fall. U-ASC will be a web site of UCAR/NCAR workshops, seminars and colloquia that the universities will be able to access and participate in from the classroom. U-in the Field is a new program developed by Vanda Grubisic from EOL that will place undergrads in the field on field campaigns.

10. **Open Discussion:**

   - EOL Director, Vanda Grubisic reported that the UMC working group will begin looking at UCAR peer organizations and comparing their visitor programs to UCAR/NCAR’s programs.
   - Bob Street proposed that instead of having the non-core proposal review committee that UCAR hire an internal auditor to review all non-core proposals within NCAR who would then report to an audit committee similar to the way UCAR current internal auditor reports to the Board and the Audit and Finance Committee.

The meeting adjourned at 4:00pm.

~End of Meeting Notes~