

OCB-OA SUBCOMMITTEE CHARGE AND TERMS OF REFERENCE

Accepted April 2011

SUBCOMMITTEE MEMBERSHIP

The OCB-OA Subcommittee was established in 2008 by the OCB SSC to promote, plan, and coordinate collaborative, multidisciplinary research opportunities related to ocean acidification. Subcommittee members serve at least one term of 3 years. The number of members is flexible, but total membership will be capped at 12. Every spring, the OCB Project Office solicits nominations from the OCB community for new Subcommittee members to refresh approximately one-third of the membership. Current members wishing to renew will need to be renominated and voted upon with the new nominees. The current Subcommittee will consider all nominations. Voting takes place via electronic ballot, and the OCB Project Office will tally all results. If a Subcommittee member resigns before the completion of their term, the OCB Project Office and Subcommittee will coordinate an internal nomination and election to fill the vacant position as soon as possible.

Subcommittee members should broadly represent the federal agencies invested in OA research and include representation from the international community of OA researchers. Expertise of members should span the range of disciplines and activities relevant to OCB activities on ocean acidification. Duties of the Subcommittee include participating in periodic teleconferences and planning/document composing via email, and helping plan and execute activities like the OCB OA short course (2010) and the OA PI meeting (2011). Members are strongly encouraged to attend relevant OCB meetings and take advantage of other opportunities to meet as a group in tandem with other national/international meetings.

SUBCOMMITTEE LEADERSHIP

The OCB-OA Subcommittee maintains a chair/co-chairs at all times. The chair/co-chairs provide counsel and leadership in the development of OCB-OA products and activities that promote program goals. They will be chosen by consultation between Subcommittee membership (who will choose the chair/co-chairs) and the OCB SSC (who will approve the Subcommittee's choices).

Specific duties of the chair/co-chairs include:

- Working with OCB Project Office staff to plan and lead regular Subcommittee teleconferences and meetings
- Interfacing with agency representatives on behalf of the OCB-OA Subcommittee
- Regularly advising the OCB Project Office in its OA Subcommittee support role
- Promoting OCB-OA science with scientific community, federal agencies, and the international community in a leadership role
- Ensuring the Subcommittee is functioning effectively, which could include regulating activities or membership
- Reporting back to the SSC during regular SSC meetings
- Obtaining approval from the SSC for Subcommittee activities
- Attending OCB summer workshop (at least one co-chair)
- Being a member of the SSC (at least one co-chair)

Every other spring, during the nomination and election of new members, the OCB-OA Subcommittee will nominate current Subcommittee members for one of the Subcommittee chair positions. Subcommittee members will then vote via electronic ballot and the OCB Project Office will tally the results. The co-chairs serve one three-year term, and turnover between the two will be staggered. If a Subcommittee chair resigns the position before the completion of their term, the Subcommittee will nominate and electronically vote for one of the Subcommittee members to fill the chair position as soon as possible. The SSC will then be asked to approve this replacement chair.

The OCB Project Office will support OCB-OA by providing staff resources as required and available; at present, this is accomplished by an OA specialist focusing primarily on facilitating OCB-OA business.