



Steering Committee Meeting Minutes

Monday 12 April, Tuesday 13 April
Sydney - Australia

1. Present –
Rudolf, Mikael, David M, Neil W, Rob, Volker, Allison (Keally), Graham (Blick), Chris Rizos and John Dawson
2. Agenda was confirmed.
3. Action items from previous Steering Committee minutes ratified – Refer to Action Items spreadsheet. The only outstanding items were those relating to the updating of the Comm 5 website, review of current workplan and development of new (2011- 14) work plan.
4. 2007-10 Workplan –
Rudolf encouraged working group Chairs to review their current work and to decide what has been achieved, what has not and what can be done better. It was noted by all that the Commission’s final report for 2007-10 activities will need to be completed before October 2010. The content should reflect our achievements, conferences / symposia attended, liaisons with sister organisations and include web links to various reports, papers, publications and if possible statistics. Note there will be a ‘handover’ meeting between the Chair and Chair-elect in late (24-26?) November 2010– Copenhagen.
ACTION – All to review workplan and submit draft report by end of June 2010.

2011-14 Workplan –
ACTION - All working group chairs were requested by Mikael to submit a final draft of their future work plan by October 2010, and begin recruiting people for their working group.
ACTION – Rob to distribute 2007-10 working group email lists and any letters that could be used seeking participation for the 2011-14 term.
ACTION – Mikael to prepare a generic letter that requests the support and involvement of present and new Vice Chairs in the Commission for the term 2011-14.
5. Inter-WGs and Inter-Commissions activities.
ACTION – All to critically review the achievements for current joint activities and to also consider future joint Commission work for the 2011-14 term.
Joint activities to consider that will provide ‘tangible’ outcomes are – review of FIG publication on Vertical Reference Frame ; publications for ‘Calibration of GNSS measurements’, how to use guide for IGS services, IGS and Global Reference Frames.
6. Rudolf and Mikael provided a report from ACCO. The meeting highlights relevant to the Commission were –
 - Peer Review System (PRS)
 1. 125 submitted for PRS ; 101 1st round ; 73 accepted ; 27 not accepted
 2. Issues and recommendations – reviewers and authors to better understand their role ; careful selection of reviewer ; FIG must be stricter in a diplomatic way with both authors and reviewers (ie format, referencing, time lines) ; consideration of a web based system for the PRS ; reviewers and authors (and their papers) must be

acknowledged / recognised to the FIG and survey community ; consideration of an ‘e’ journal ;

3. Rudolf to prepare a report for October 2010 and ready for handover.
4. PRS will be operational for FIG WW in Marrakesh. Important date is - papers must be submitted by end Oct 2010.

- 2011 FIG Conferences for Commission 5 to participate in -
 1. Marrakesh, Morocco – FIG Working Week 18-22 May. The theme is “Bridging the Gap between Cultures” and the call for technical program themes will occur after Sydney Congress. Website will be ready next month. Approx costs – registration 500 Euro, accommodation 120-130 Euro. Note for authors wishing to have their papers peer reviewed they must be submitted by October 2010.
 2. Latin America / Asia Pacific – FIG Regional Conference ?

Others in 2011/ 2012?

1. IUGG / IAG conference, meetings and schools Melbourne Australia – in June / July 2011
2. SEASC Kuala Lumpur, Malaysia - in June 2011
3. Mobile Mapping Technology Symposia, Poland, Cracow —in June 2011
4. Machine Guidance Symposium – Stuttgart 2012
5. FIG WW Rome, Italy – in 11 May 2012,
6. XXII ISPRS 2012 Congress, Melbourne, Australia – in 24 August - 3 September 2011

- Website Upgrade

There will be a review and upgrade of the FIG website and databases. New environment maybe be implemented with 2 years, however all Commissions need to upgrade their sites on a regular basis.

- David Martin is now the Chair of the Standards Network TC211.

7. FIG Liaisons update and future

With IAG –

ACTION – all to review proposed FIG / IAG documentation regarding the framework to manage projects between FIG / IAG. Responses need to be sent to Rob / Mikael ASAP so that Chris Rizos can discuss further at an IAG Executive meeting in Vienna, May.

ACTION – all to consider possible IAG / FIG projects that will have tangible outcomes.

ACTION - Rob to circulate IUGG conference documentation from Chris Rizos so that the Steering Committee can start to consider papers for the various themes.

The possibility of using the same ‘project plan’ template for Commission projects in 2011-14 term was discussed. New working group chairs will need to consider this as the Mikael (Chair Elect) would like projects to have a tangible outcome focus.

With PCGIAP –

John Dawson acknowledged the assistance of FIG with APREF and would like this to be ongoing. John provided an update - a call for participation has been distributed and numerous countries have responded favourably ; services are now available ; and next meeting is scheduled for October at the GSDI conference in Singapore. John also noted that he would like to see some involvement of FIG in region wrt APREF during the periods surrounding the IUGG conference in Melb ie at meetings, ‘IAG schools – reference frames / geoids’. It was suggested that a project plan as discussed above should be created to formalise future workings and activities.

ACTION – Rob / Mikael to develop project plan for comment

ACTION – Rob to distribute the APREF call for participation to FIG network.

8. Activities for future FIG symposiums – see previous agenda items.

ACTION - Generally all working group members to start thinking of hot topics or also who to 'invite' for each FIG conference / technical sessions / workshops / forums for 2011. For example three forums on AFREF in Marrakesh and this could include an update on the status of EUREF, APREF, SIRGAS, their experiences / problems / issues etc ; status of African countries progress with respect to AFREF ; 'open' and 'round table' discussion about AFREF and the way forward. The people who could be invited are Ruth Neilan, John Dawson, Richard Wanacott, UN representative , Sharafat Gadimova? etc.

9. Website

ACTION – all working groups to update their websites with a focus of promoting their activities and achievements. This is to be done ASAP

ACTION - Allison Keally who is co-chairing joint FIG / IAG working group “Ubiquitous Positioning” with Gunther Retcher is to provide fundamental details of this working group (that is Terms of Reference, Outcomes etc) so that this information can be uploaded to the FIG web site. This site will have a web link to the IAG website as this organisation will be the primary host for this joint working group.

10. FIG Congress 2010 - To date the feedback is generally very positive. That is most Commission 5 technical sessions have been well attended, presentation facilities / process / and paper quality is fine. Some rooms assigned have been too small and 'cold' however this is being rectified. The only other issues are that there has not been enough transition time between technical sessions in the afternoon period, and the Open Commission meeting was scheduled too early in the morning. **ACTION** – Rudolf / Mikael to advise ACCO of the above issues.

11. Steering Committee matters for 2007-10 term will now be dealt with via email. Next meeting of the new Steering Committee will be in Marrakesh – Morocco May 2011.

12. Rudolf expressed his gratitude and thanks to the Steering Committee for their assistance, hard work and commitment during the 2007-10 term. Commission 5 has performed well yet again and that it was an honour to Chair this Commission.