

June 2015

ANZSCC Science Advisory Committee Terms of Reference

Purpose

The Science Advisory Committee (SAC) is appointed to assist the Australia SKA Coordination Committee (ANZSCC) to achieve its strategic objective to support the development and construction of the SKA and maximise the benefits to Australia.

To achieve this, the SAC will provide scientific advice and support to the ANZSCC and work to develop and maintain the support of the Australian astronomical community for the project.

The SAC membership is a diverse group of eminent scientists with a range of astronomy backgrounds. Members are appointed by the ANZSCC Chair for a period of two years. Members may be appointed or discharged at any time by the ANZSCC Chair.

Australia's science representative on the SKA Board and the Australian SKA Project Director may attend SAC meetings. Other non-members may be invited to attend as appropriate and at the discretion of the Chair.

Roles and Responsibilities

1. Members

SAC members are asked to:

- Meet at least three times a year. Where possible, meetings should alternate between the east and west coast of Australia. Meetings may be face-to-face or by teleconference, though it is expected that members will attend at least one meeting per year in person.
- Provide technical and high level scientific advice to the ANZSCC and/or Australian SKA Director, reporting via the SAC Chair.
- Promote Australia's interests in the SKA project, including:
 - communicating SKA-related developments to the wider Australian astronomy community on a regular basis.
 - seeking the views of Australian astronomy communities on SKA-related issues.
- Facilitate appropriate events aimed at engaging and updating the broader Australian astronomical community.
- Seek opportunities to collaborate and/or hold joint meetings with scientists from SKA partner nations.

2. Chair

The SAC Chair will:

- Be appointed by the ANZSCC Chair and be a full member of the ANZSCC.
- Provide strategic direction for the SAC and coordinate agendas
- Provide regular reports and advice to the ANZSCC (SAC reports will be a standing item on the ANZSCC agenda).
- Be appointed for a period of 2 years, renewable by the ANZSCC Chair.
- Provide (with assistance and support from the Australian SKA Office) regular input to the SAC web page hosted by www.ska.gov.au.

Secretariat

Secretariat services (including administration of meetings, general logistics, minute-taking and web services) will be provided by the Australian SKA Office. Meeting expenses (excluding travel and accommodation for members) will be met by the Secretariat.

Confidentiality

Members must declare all real or perceived conflicts of interest to the ANZSCC Chair prior to appointment to the SAC, or as new situations arise. A declaration to this end will be signed by all members and kept on record by the Secretariat.

Expenses

Members' expenses for attending meetings will not be met by the Australian SKA Office. Where possible, members will be given notice to enable them to align their travel with other meetings. Where members are not able to travel to a meeting, they may join by teleconference.