



## **CHARTER – Continuously Operating Caribbean Observational Network (COCONet) Working Group**

### **Background**

UNAVCO establishes working groups to inform governance and/or advise management on issues related to setting direction, implementation, and management of specific projects or emerging technologies. These groups work directly with relevant program advisory committees and UNAVCO staff.

COCONet is a Caribbean multi-hazards geodetic network, constructed under a standalone award that supports the construction, refurbishment, adoption and data products for more than 100 continuous Global Positioning System (cGPS) stations, some with RT-GPS or collocated meteorological and sea level observations. The instrumentation is distributed across and around the Caribbean basin to provide a regional geodetic framework in which focused PI investigations can be nested. The project also has a significant focus on developing capacity and infrastructure for international collaboration.

### **Purpose**

The COCONet Working Group advises UNAVCO on the implementation of COCONet. It reviews UNAVCO's effectiveness in meeting commitments to its sponsors, user community and in achieving the goals of the project.

### **Membership**

The number of members shall be no fewer than five and no more than ten. Appointments will be consistent with UNAVCO policy

[http://www.unavco.org/community/policies\\_forms/UNAVCO\\_Committees\\_Governance\\_Participation\\_Policy.pdf](http://www.unavco.org/community/policies_forms/UNAVCO_Committees_Governance_Participation_Policy.pdf).

One member of the COCONet Working Group will serve as a liaison by also serving as a member of the Geodetic Infrastructure Advisory Committee. The liaison will ensure relevant communications between the committees.

### **Selection**

UNAVCO management appoints committee members, relying on nominations from the working group, management, governance, and others as necessary. The working group selects its own chair.

### **Term of Office**

Each member serves a three-year term, typically to a maximum of two consecutive terms. Eligibility for subsequent terms is at the discretion of the appointing body.

### **Member Responsibilities**

Each committee member is expected to:

- Attend scheduled meetings and monthly teleconferences as needed
- Actively participate in the functioning of the group, and provide broad representation of science community perspectives and interests
- Be available for individual consultation to the management
- Subscribe to unav\_all, and other UNAVCO list services as appropriate

A chair and secretary shall be the committee officers.

The chair:

- Presides at all committee meetings, sets the agenda, and conducts formal communications between the working group and its respective committees
- Ensures annual reporting of potential conflicts of interest for committee members, and managing such conflicts when relevant issues arise.

The secretary:



- Manages the minutes and provides an annual summary of the activities of the committee, including scheduled meetings and attendance. These will be provided to UNAVCO management and for annual reporting to the board.
- Manages any conflicts of interest for the committee chair.

**Liaisons:**

- Attend all committee meetings or designate an alternate when absences are unavoidable.
- Act as a conduit for information of mutual interest among working groups and committees or the board.

**UNAVCO staff:**

- The Geodetic Infrastructure Program Director represents UNAVCO senior management.
- A UNAVCO staff member provides administrative support to the committee.
- Each year, the UNAVCO President prepares draft letters of appointment for the membership, with individual terms and the committee charge.

**Working Group Charge**

The COCONet Working Group (COCONet WG), established by the UNAVCO President, provides recommendations to UNAVCO management and/or Advisory Committees on issues pertaining to COCONet construction, operations and planning. The COCONet Working Group will meet at least once a year to review the project. The COCONet Working Group interacts closely with the Geodetic Infrastructure Program Director.