

## **Scientific Steering Committee member/s**

PAGES activities are overseen by an international Scientific Steering Committee (SSC). The authority for all PAGES policy and activities resides with the PAGES SSC. Members are active scientists who represent the major disciplines in the paleosciences and provide geographical representation. Alongside expertise and nationalities, the SSC also aims to obtain a balance in gender and career stages.

The members each serve for a maximum of two consecutive three-year terms. The SSC meets once a year to guide and oversee the program as a whole.

### **1. SSC membership**

PAGES Scientific Steering Committee (SSC) is made up of between 10 and 20 paleoscientists. Their selection is made following a call for self-nominations.

### **2. Call for members**

The announcement of openings on PAGES SSC is made four to six months in advance of the deadline for application. The announcement is made via PAGES website homepage, in several editions of the e-news and on social media.

The deadline date for applications is decided by the date of the annual SSC meeting, which is normally held in the first half of each year. The deadline for application submission is normally four to six weeks before the SSC meeting.

The intake of new SSC members can depend on the number of outgoing members, but the number can fluctuate for the best representation of the paleoscience community, depending on financial circumstances.

### **3. Procedure for selection of a new PAGES SSC Member**

The nominees' application documents are collated for the SSC to study prior to the annual SSC meeting. Each candidate is then discussed, at length, by the current SSC during the meeting.

The Executive Committee (EXCOM; see below) then meets to work out a recommendation or recommendations, based on SSC feedback. The decision is presented to the SSC for approval. The SSC then accepts the new member/s. The final approval is given by Future Earth.

### **4. Length of tenure**

The normal term for each SSC member is three years, with the possibility of extension for one further three-year term. This means an SSC member can potentially be part of the group for a maximum of six years.

At the end of the first three-year term, the member is asked if they are willing to continue for another three-year term. If yes, the request for extension is then presented to the SSC at the annual meeting and accepted by the SSC as a whole.

It is also possible, at any time during their tenure, for an SSC member to terminate their membership, due to personal circumstances and/or other external commitments.

## **5. Start of office**

SSC membership begins on 1 January of the following year, after the selection process. The outgoing SSC members finish their tenure on 31 December of the same year as the voting process was instigated, therefore providing a seamless transition.

## **Executive Committee member/s**

The PAGES Executive Committee (EXCOM) is responsible for the final decisions on almost all PAGES matters. The EXCOM is in more regular contact with PAGES' Executive Director and the International Project Office.

### **1. Membership**

Currently, the EXCOM consists of five members of the current SSC group – the two co-chairs and three selected SSC members – plus the Executive Director, for a total of six EXCOM members. The EXCOM is co-chaired by a Swiss and Chinese SSC member by virtue of the fact that these countries provide the bulk of PAGES' core funding.

### **2. Procedure for selection of a new EXCOM Member**

All current SSC members are eligible to replace an outgoing EXCOM member and all SSC members are invited to nominate a candidate.

Informal discussions begin at the annual SSC meeting, and SSC members with an interest in joining the EXCOM are encouraged to make themselves known.

The selection process is then a two-round procedure, conducted via email.

#### Round 1:

Each SSC member is asked to submit their top candidate/s (the number of outgoing EXCOM members +1) from the current SSC membership to PAGES' Executive Director. This process usually begins in early September.

The Executive Director contacts the top two candidates (or more, depending on the number of outgoing EXCOM members) with the most votes. IF they are willing to become an EXCOM member, they proceed to the second round.

If a nominee is not willing to join the EXCOM, the person with the next highest number of votes is contacted, and, IF they are willing to become an EXCOM member, they proceed to the second round.

#### Round 2:

The Executive Director sends the names of the top nominees to the SSC for the final round of the selection process. The SSC members email the Executive Director their preference from the final two (or more) candidates by the end of September.

The Executive Director emails the preferences to the EXCOM. The candidate receiving most of the votes will become the EXCOM member. In the case of an equal vote, the Executive Director will make the final decision.

### **3. Start of office**

The nominated EXCOM member will be invited to attend, as an observer, the next online EXCOM meeting, generally held in October or November.

The official tenure begins on 1 January of the following year. The outgoing EXCOM members finish their tenure on 31 December of the year the new delegate was chosen, therefore providing a seamless transition.

### **4. Emergency procedure**

In the rare case of an EXCOM member needing to leave before the end of their tenure, the EXCOM members would contact the SSC and ask for new nominees. The procedure for selection described above (2) will take place immediately and the nominated EXCOM will start office as soon as selected.

## **Chair(s)**

PAGES Co-chairs, in conjunction with PAGES' Executive Director, are responsible for the majority of initiatives undertaken in PAGES' name. The two Co-chairs are members of the EXCOM and SSC.

### **1. Membership**

PAGES has two Co-chairs – one from Switzerland and one from China, because the Academies of Sciences from both countries (SCNAT and CAS) fund PAGES.

### **2. Procedure for selection of a new Co-chair**

The outgoing Co-chairs, in consultation with the Executive Director, arrange for a replacement from their own country.

- term of office: duty ended with end of SSC term

- start of office: 1 January

### **3. Emergency procedure**

In the rare case of a Co-chair needing to leave the EXCOM (and therefore SSC) before the end of their tenure, the remaining EXCOM members would contact the SSC and ask for new nominees. The nominated EXCOM will start office as soon as selected.

## **ECN member on the SSC**

The EXCOM decided to create a permanent position for an ECN representative on the SSC. The ECN Steering Committee (ECN SC) members can decide how they want to identify the incoming early-career SSC member - either a broad call, a limited call, or only within their committee. It makes sense that their candidate is active in the ECN group.

The procedure for filling this position is as follows:

- June - the ECN SC is asked to identify the potential incoming ECR and sends the name to the IPO. If the ECN SC cannot decide on one candidate, the shortlist of top nominees should be sent to the IPO.
- Summer - the IPO sends the nominee name to PAGES SSC and EXCOM for approval. If there is more than one nominee, the list will be sent to the SSC for discussion and EXCOM for final decision, as per normal SSC nomination procedures.
- October to November - PAGES submits the chosen nominee to Future Earth for final approval.
- 1 January - the incoming ECR becomes formally a PAGES SSC member.
- Term: one year with the potential of renewal for one additional year.